ADMINISTRATIVE COUNCIL MINUTES

Date: Tuesday, October 23, 2012, 8:30 a.m.

Location: University Center, Ballroom B


Guest: Judy Wiles (for Wayne Bowen)

1. President’s Items.

Higher Learning Commission Reaffirmation of Accreditation Update. President Dobbins has received the reaffirmation of accreditation report via email. He stated that the University received a great report, and asked Dr. Starrett to provide an overview of the report (which was distributed to the Council).

Dr. Starrett noted that the comments were quite positive. The team saw that the entire campus was engaged in the process, and they were really impressed with the students. He thanked Patrick Vining, Student Government President, for his leadership in the process. Dr. Starrett stated that he has personally been involved with about two dozen HLC visits and activities, and he had never seen a better report. The University should be notified by HLC by December 10th on their vote concerning the University’s reaffirmation of accreditation. Dr. Starrett received applause from the Council for his hard work and an excellent report.

Organizational Chart. President Dobbins distributed an organization chart for the University reflecting changes as of January 1, 2013. He stated that Dr. Dennis Holt had stated his intent to retire as Vice President of Enrollment Management & Student Success and Dean of Students on December 31, 2012, and he expressed his appreciation to Dr. Holt for the tremendous impact he had had on the University for the last 36 years. He noted that Dr. Holt had agreed to work as a special assistant to the President during the coming year focusing on institutional research and assessment. Dr. Debbie Below was approved by the Board on October 19, 2012, to be promoted to Vice President for Enrollment Management and Student Success and Dean of Students effective January 1, 2013. In addition, Dr. Bruce Skinner was approved to become the Assistant Vice President of Student Success and Director of Residence Life effective January 1, 2013. Dr. Trent Ball will become the Associate Dean of Students and Director of Student Retention effective January 1, 2013. Greek Life will report to Dr. Skinner in close collaboration with Campus Life.
2. **Communication on Campus.** Discussions from the previous Council meeting continued on various suggestions. This topic will have a Q^2 group assigned to look more closely at how communication on campus can be enhanced. The deans indicated the President/Provost meetings with each college are beneficial and should be continued (schedule during the summer to meet early in the semester). The President and Executive Staff will meet annually with CTS and Professional Staff Councils. It was suggested that a link to minutes for various groups be posted on the newswire. Council members were asked to see which minutes their constituents would like to see and report back. It was noted that, while minutes from various groups are important, members of all groups should regularly report to their constituents. In addition, representatives to all groups should know that their role is to ask for input on behalf of those they represent. Agendas for upcoming meetings could be posted for constituents to review so they can ask the appropriate representative for details as needed. It might be helpful for chairpersons to remind committee members to report results to their constituents.

3. **Unit Items.** Unit items were presented.

The meeting adjourned at 10:00 a.m.