

**University Executive Council
Gold Room – Bibb Graves Hall
September 21, 2016**

Present:

Dr. Rebecca Turner, Provost and Vice President for Academic Affairs
Dr. Joe Walsh, Vice Provost
Dr. Tim King, Vice President for Student Affairs
Dr. Charles Lewis, Vice President for University Advancement
Dr. Ashok Roy, Vice President for Finance and Administration
Ms. Cherise Peters, Vice President for Enrollment Management
Dean Earl Wade, School of Arts and Humanities
Dean Christie Shelton, School of Health Professions and Wellness
Dr. Janet Bavonese for Dr. Tommy Turner, Associate Dean, School of Education
Dean Bill Fielding, School of Business and Industry
Mr. Greg Seitz, Athletic Director
Mr. Tim Garner, Chief Marketing Officer
Ms. Lynn Garner for Dr. Alicia Simmons, Chief Research and Planning Officer
Mr. Jim Brigham, Chief Audit Executive
Mr. Vinson Houston, Chief Information Officer
Ms. Sarah Cusimano Miles for Dr. Pitt Harding, Faculty Senate President
Ms. Jesslan Sharp, SGA President
Mr. John Upchurch for Dean John-Bauer Graham, Library Services
Dr. Don Killingsworth, Executive Director of Government Relations and Community Engagement
Dr. Heidi Louisy, Chief Human Resources Officer
Mr. Sam Monk, University Counsel

Absent:

Dr. John Beehler, President

Guests:

Ms. Emily White, Registrar
Ms. Becca Turner, Director, Career Services
Ms. Chandni Khadka, Director, International Programs
Ms. Renita Taylor Thompson, Director, Student Financial Services

Old Business:

Minutes of the August 17, 2016 meeting will be reviewed for approval at the next University Executive Council meeting.

New Business:

Dr. Rebecca Turner introduced the following new members of the University Executive Council: Dr. Maureen Newton, Dean, School of Human Services & Social Sciences and Dr. Tim Lindblom, Dean, School of Science.

Ms. Cherise Peters introduced the recently appointed Director of Student Financial Services, Ms. Renita Taylor Thompson.

Ms. Cherise Peters thanked everyone for their work to improve student enrollment which has realized a six percent increase this fall. Ms. Peters reported four additional Admissions Counselors are expected to be hired no later than October 1st.

Ms. Emily White noted changes to the Student Records Policy, Policy III:01 which was voted on and **approved by the council**.

Ms. Emily White reported the electronic Grade Change Process will go into effect October 1st. The person of contact from the Registrar's office is Ms. Courtney Drube who will be conducting departmental training on the new process. Ms. White also mentioned that all employees are required to take the FERPA training. A link will be sent to all employees via email. Certificates of Completion will be sent to Mr. Jim Brigham.

Ms. Becca Turner thanked Marketing Services for their work in advertising JSU events for various career fairs. Ms. Turner reported the Fall Career, Internship, and Co-op Fair has outgrown the Merrill Hall building and will convene in the Leone Cole Auditorium on October 5th. A Resume Writing Workshop is scheduled for September 27th in Merrill Hall. Amazon.com will be on campus for an Informational Session and to interview students on November 14th. And lastly, the Spring Career, Internship, and Co-op Fair is slated for April 13, 2017 as well as an Education Fair, a Reverse Career Fair, on April 26th, 2017.

Ms. Cherise Peters, on behalf of Ms. Courtney Peppers-Owen, announced Jacksonville State University and NROC recently received a Partnership Award.

Dr. Ashok Roy reported a new approval process for purchasing motor vehicles will be implemented on October 1st. Also, a Centralized Motor Pool will be in place as well.

Dr. Roy shared that pursuant to the Board of Trustees approval for investing the operating cash currently in money market accounts, we expect a higher rate of return. This is one example of working smarter.

Ms. Chandni Khadka discussed the need for a policy regarding insurance coverage for international students. Consequently, the *International Student Health Insurance Requirement* policy was introduced by Ms. Khadka and **approved by the council with the following change** under the heading, “Purpose”: “ To require all international students/scholars and accompanying dependents at JSU to have health insurance coverage *in such form as is required by JSU.*”

The following report was given by the SGA: Ms. Jesslan Sharp reported this week is *Hazing Prevention Week*; “*It’s on Us*” campaign was very successful last week; there is a blood drive today and tomorrow; tailgating and student sections turned out to be very successful; there will be a voter registration drive next week; the SGA is preparing for homecoming festivities and the *Homecoming Pageant* has been renamed the *Homecoming Showcase* in order to incorporate a philanthropic category to better represent JSU.

The following report was given by the Faculty Senate: Ms. Sarah Cusimano Miles reported President Beehler was very informative as the guest speaker at the first Faculty Senate meeting held this semester. Ms. Miles also commented that the faculty enjoyed a reception hosted by President John and Dr. Pam Beehler at their home following the meeting. The first meeting of the Faculty Senate Executive Council will be October 3rd and the next Faculty Senate meeting will be held October 10th.

Announcements:

Dr. Bill Fielding requested a different format be considered for the Credit Hour Production report. Ms. Lynn Garner commented she would share that with Mr. John Rosier.

Dr. Maureen Newton announced the MSW Program was approved at the recent ACHE meeting in Montgomery, AL.

Dr. Heidi Louisy announced the Benefits Fair will be held on October 20th.

Ms. Becca Turner reported the State Department of Alabama will be one of the recruiters interviewing students at the Fall Career, Internship, and Co-op Fair.

Ms. Emily White announced the Graduation Fair will be September 29th at the Theron Montgomery Building.

Ms. Cherise Peters mentioned new gonfalons will need to be ordered for the six new schools.

The library had another successful Inaugural Tailgating Event this past Thursday, September 15th.

Ms. Lynn Garner reported November 10th is the next CORE workshop. CORE Academy will be June 6th – 8th with Mr. Ron Clark returning as the keynote speaker.

There are two upcoming Fall Preview Days: October 15th and November 5th.

With no further business the University Executive Council meeting was adjourned.