

**Administrative Council Meeting**  
**Wednesday, Aug. 29, 2018; 9 a.m.**  
**Founders Chapel**

**Present:** Dr. Ingle, Jackie Gooch, Stephen Spencer, Katherine Quinnell, Pat Sims, Belinda Krigel, Crystal Creekmore, Sarah McAbee, Keith Ferguson, Jonathan Craft, Mike McCoy, Stacy Hughes (for Kim LaFevor), Chris Moss, Debra Vaughn, Jackie Smith, Joe Delap, Carol Rachal

**Not Present:** Chris Latham, Kim LaFevor

The meeting commenced at 9:03 a.m., with interim president Dr. Ingle presiding.

**Dr. Ingle** briefed Council members on his individual meetings with Dr. Kitts (UNA) and Dr. Burke (Calhoun) in regard to developing closer working relationships with both institutions. Two meetings are scheduled in September with Dr. Burke and his team to discuss academics, the ACA, and finances.

**Gooch:**

- Briefed Council members on presidential search procedure: The BOT met to discuss the presentations of three search firms.
- Requested questions for search firms in regard to how they conduct the search, level of involvement of campus community and the general community at large, etc.
- Search firms: Academic Search, AGB, and Greenwood & Asher Associates.
- Distributed policy review update

**Spencer:**

- Announced that the computer science program has been accredited by ABET, the top accrediting body.
- Open House for high school students in the spring was a trial run; looking to repeat, but need more advertising and prep time. More lead time to get the word out.

**Quinnell:**

- Lunch and Learn workshops for faculty in the works; they are designed to help faculty brush-up on skills.

**Sims:**

- Dr. Jameha Gardner received the Dollar General Grant.

**Krigel:**

- Personnel changes in the works for academics and technology.
- Additional person hired for Help Desk.
- Hiring an additional full-time instructional designer to assist faculty with technology and bringing courses up to the next level.

**Creekmore:**

- Distributed a list of recruiting events ASU will be participating in: 522 visits scheduled around the state.

**McAbee:**

- Distributed handout of post-drop enrollment and credit-hour numbers.
- Introduced “Handshake,” the new career development online program that has 148 employers and 286 job postings.
- Fifty-eight (58) students have activated their accounts thus far.

**Ferguson:**

- Gearing up for Fiddlers; lots of changes this year that include selling tickets online, which means accepting credit cards.
- Fiddlers has evolved into a three-day event; it was extended because of complaints from the local community regarding ticket prices being too high. A Thursday night concert was added as a result a couple of years ago and has become a staple of Fiddlers.
- Expecting significant crowds, so extra security has been added and the streets around the area will be closed.
- Expecting 155 vendors.
- Employees will receive two free tickets.
- No longer mailing complimentary tickets.
- Capital Campaign is still in the silent phase.
- New Gift Officer will begin in the fall.

**Craft:**

- Announced the University equipment sale; open to the public; anyone can bid.
- Deadline for purchase orders: Aug. 31.

**McCoy:**

- Updated the Council members on the risk management/assessment process.
- Training programs will be offered.
- Participants include anyone who deals with personnel issues.
- Sept. 27 – 9 – 10:30 a.m. – Insurance company on campus.
- Jerry Bradford’s replacement starts Tuesday, Sept. 4.
- Faculty letters of employment have gone out.
- Staff letters of employment will go out next week.
- Working with HR to develop salary schedules – will be available online.
- Salary bans have been developed – positions fall into certain bans, making things more transparent and easier to understand.

**Hughes (in for Kim LaFevor):**

- Announced the ACBSP site visit dates: Oct. 14 – 17; we will be good through 2028 with re-affirmation.
- Dr. LaFevor meeting with WalMart logistics HR manager to get Athens State on list of participating universities.
- Oct. 22 – Recruiting event at Calhoun.

**Moss:**

- Staff Appreciation reception planned for next week. Nothing on the scale of the luncheon.
- Campus Safety Week Centers on safety for students, especially after dark.

- Vaughn:
- 41 students enrolled in the Healthcare management class; this is the first semester of offering.
- Policy review regarding faculty issues; James Gadberry is working on policy update.

**Smith:**

- Access Athens project a success thus far.
- Kudos to Jonathan and Penny for their efforts.
- 1,536 students participated; only 39 opted out.
- Expected to expand in the spring.
- Smith explained the process of individual faculty working with publishers to offset the cost of course materials via digital texts.
- Average savings per student per class: \$180
- A survey of participating students is being created for feedback.
- Jeff Guenther arrives Monday, Sept. 10. He is Sylvia's replacement: Institutional Research
- ACHE provided us with more funds than we requested; thanks to the generosity of Dr. Purcell, who reached out to Jackie Smith regarding the needs of Athens State.

**Delap:**

- Announced that we are gaining national attention for our digital pedagogy, which is tracking students success through digital means.

The meeting adjourned at 10:14 a.m.