

## Kennesaw State University Administrator's Council

Meeting Agenda:

8/7/2015

TP 4130

1. Welcome and Order of Business, Tamara Livingston, Chair.  
Summary of results from initial meeting on 5/14/15
  - Jeff Cooper was nominated for Chair - declined
  - Tamara Livingston - nominated for Chair and accepted
  - Kathy Alday volunteered to act as Recording Secretary
  - Paul Parker suggested that a vice-chair be established and accepted that role
  
2. Guest Speaker: Dr. Jorge Perez, Vice Provost for Institutional Effectiveness on visit by the SACS Substantive Change Committee
  
3. Mission, Purpose and By Laws
  1. Draft a mission statement – see attached.
  2. Adopt a set of appropriate bylaws – see attached.
  3. Representation/Communication with other Shared Governance Bodies
    - Policy Process Council – Chaired by Susan Paraska
    - Staff Senate
    - Faculty Senate
    - Other? (PPBAC)
    - Deans Council
    - Chairs Council
    - Regents Administrative Advisory Committees
  
4. Meeting Schedule, Agendas and Communication
  1. Set a regular meeting schedule
  2. Agenda items should come from different members of the Council
  3. Communication and website
  
6. Other Business / Suggested Agenda Items for Next Meeting
  
7. Action Items