

## **ADMINISTRATORS' COUNCIL MEETING JANUARY 12, 2017**

The Administrators' Council meeting was called to order by Chair, Dr. Tamara Livingston, at 3pm in Kennesaw Hall 1203 on the Kennesaw campus.

**Present:** Kathy Alday, Ana Baida, Jeff Cooper, Marty Elliott, Josh Gunn, Sherry Grable, Chris Hutt, Tommy Jackson, Teresa Johnston, Tamara Livingston, Maureen Patton, Rai Sookram, Roger Stearns, Christy Storey, Iyonka Strawn-Valcy, and Veronica Trammell.

### **Welcome and Order of Business – Tamara Livingston, Chair**

#### **Guest Speaker**

Unfortunately, the scheduled guest speaker, Kim West, Associate VP for Enrollment Services, had to cancel. Tamara will see if he can come to a future meeting.

#### **Council Business**

##### **Approval of December 2016 Meeting Minutes**

R. Stearns moved to approve the minutes of the December meeting; J. Gunn seconded. The minutes were approved as written.

##### **Reports from Council Representatives**

**Presidential Transition:** Teresa Johnston and Chris Hutt reported that the first meeting of the Transition Committee was held. President Olens discussed his priorities: administrative modernization, overreliance on public funds and the need to raise funds from other sources, the need for additional teaching faculty, and the need for improved services and infrastructure. Olens is also looking to review strengths, weaknesses, and redundancies in programs. The committee broke up into smaller groups that will work on those issues. According to Teresa and Chris, the plan is for the committee to meet every three weeks for the next six or seven months. The next meeting place and time is TBD.

**Staff Senate:** Veronica Trammell reported that President Olens was at the last meeting. The Education Committee is bringing back the Employee of the Month honor, and recipients will get a picture of themselves with President Olens. There was much discussion about the December 2017 holiday break time, which will most likely change from its current format. They also discussed FLSA.

**University Council:** Josh Gunn reported that, based on discussion at the meeting, it may be necessary for that group to revisit its purpose. Jeff Cooper stated that the University Council is supposed to serve as the umbrella organization for all the shared governance groups (Faculty Senate, Staff Senate, Administrators' Council, and SGA). The President and Provost also attend the meetings. Jeff urged Josh to encourage it to be the roundtable because it's great to have presence with provost and president.

##### **Guest Speakers for Spring 2017 Proposed guest speakers**

- Enrollment Management folks (Kim West and/or others)
- Behavioral Response Team reps (some reps are already on this Council!)
- Alicia Stignani, HR; or the new HR head once he/she is on board
- Provost Ken Harmon
- Julie Peterson, Interim Chief Business Officer
- Jeff Milsteen, Chief Legal Affairs Officer

**Questions/Issues for President Olens**

Teresa Johnston is still working on getting President Olens here at some point, but he is definitely not available in February. In the event that he is able to come to a meeting, Tamara asked what topics we would like for him to address:

- Morale and campus culture (what kind of culture does he want)
- Veronica suggested that we inform him about what we do and how we can help him achieve objectives he has.
- Ideas about modernizations and redundancies.

**Council Roundtable/Announcements/Information Sharing**

Rai announced that a 2% cost of living/merit combination is in the Governor's budget proposal. Stay tuned.

Tamara announced that she is proposing a new records and information governance committee. Provost Harmon is in favor, and the plan will be presented to President Olens in a few weeks. The purpose of the committee is to determine what records we want/need to preserve, and who will make those decisions. The committee will also determine how long the records should be kept.

With no further business to discuss, the meeting was adjourned at 3:51pm.

Respectfully submitted,



Katherine E. Alday, Secretary