

## Kennesaw State University Administrator's Council

Meeting Minutes from 3/21/19

9:30 – 11:00 AM, Marietta Campus, J. M. Wilson Student Center A216

### Present:

Teresa Johnston, Chair  
Randy Kennedy, Chair Elect  
Tamara Livingston, Recording Secretary  
Carmen Alexander  
Sallie Bullard  
Stephen Gay  
Chris Hutt  
Kelly Johnston  
Karen McDonnell  
Chris Sharpe

Edward Stephens  
Brenda Stopher  
Christie Storey  
Iyonka Strawn-Valcy

### Guest Presenters:

Jamie Fernandes, Office of Fiscal Services  
Kevin Gwaltney, Policy Process Council  
and Mike Sloan, Legal Affairs

### CALL TO ORDER

- The meeting was called to order by Teresa Johnston at 9:32 AM.
- The first order of business was to approve the minutes from the January meeting. A motion was made and seconded.

### GUEST SPEAKERS:

#### KEVIN GWALTNEY AND MIKE SLOAN - EU GENERAL DATA PROTECTION REGULATION COMPLIANCE POLICY

Mike Sloan presented the background on this policy and explained that it is a statement of how KSU would comply with regulations coming out of the EU. The policy applies to anyone residing in the EU (including KSU study abroad participants) and gives rights to the individual over data collected about them by institutions to demand the right to be forgotten. Tamara asked about deleting data and was told the GDPR may come up against other laws regarding maintenance of data. Teresa encouraged Council members to think about how this may impact their units and suggested contacting the Records and Information Management unit of the Department of Museums, Archives & Rare Books for help managing digital and paper files and information.

#### SERVICE AND EMOTIONAL SUPPORT ANIMALS ON CAMUS POLICY

Kevin Gwaltney clarified the application of the term service animal. Questions arose regarding conflicting needs, for example between a student in a class who needs a service animal and a student that may have issues with the animal (fear, allergies, etc.). These shall be resolved on a case-by-case basis, with an attempt to accommodate both parties. For those with questions or concerns about whether or not a particular animal should be on campus contact either Public Safety or Legal. It was clarified that emotional support animals are only allowed in the dorms.

### COUNCIL REPRESENTATIVE REPORTS:

- President's Athletic Oversight Council: Randy Kennedy. Randy mentioned that Lynn Stallings is leaving.
- Staff Senate: No report. Staff Senate met at same time as Administrators Council meeting.
- Faculty Senate: No report.

- University Council: Teresa Johnston. There was a discussion about shared governance. The University Council will host an open forum in fall about it. She asked Council members to please look at the University Handbook especially the section about Committees and provide feedback.
- Brenda Stopher – Cabinet Updates: President’s Cabinet Top Four Initiatives:
  1. NCUR (National Council on Undergraduate Research) Conference – KSU is hosting this in April. Volunteers needed.
  2. SACSCOC (Southern Association of Colleges and Schools) Reaffirmation – visit of delegation is next week, interested in state of the university after consolidation. Brenda encourages everyone to “tell a good story” if asked by committee members
  3. R2 Road Map – what being designated as a R2 Carnegie Research Institution means for KSU. There has been a lot of activity in Academic Affairs regarding creating a road map or plan. Teresa will share this document with the Council once she receives it.
  4. Budget Hearing: Every school will have an opportunity to sit with the Chancellor to talk about budget priorities. They look at broad system-wide initiatives, like the “Momentum Year” initiative, enrollment numbers, auxiliary operations that are run like businesses, student success funds and Comprehensive Administrative Review status changes in system-wide initiatives.

Tamara asked for clarification of “Momentum Year”. Chris Hutt responded that this is an initiative from the Associate Vice Chancellor to get students on the track to graduate in the first year, including a “purposeful choice” of major, idea of “meta majors” or “major clusters”. The financial aid “Course Program of Study” limiting financial aid to major specific courses only is a factor but not a driver.

- Jaime Fernandes – Budget Updates. Jaime reviewed the budgeting process with a PowerPoint presentation. Much of the information is available on the Budget website: <https://fiscalservices.kennesaw.edu/budget/budget-data/Budget%20Overview.pdf>

She reviewed the budget cycle, here:

<https://fiscalservices.kennesaw.edu/budget/images/Budget%20Cycle.pdf>

There was a question about year-end funding, as it used to be distributed on a first-come, first-served basis. She said it is no longer handled that way, requests are prioritized and can now be tracked.

#### COUNCIL ANNOUNCEMENTS:

- Upcoming officer nominations – officer elections (for Chair-Elect and Recording Secretary) will be held at the next meeting.
- Changes in Academic Calendar: There are efforts in motion to address student complaints about the timing of commencement ceremonies during the week and spring and fall breaks. It is likely that spring break will not be coupled with the Cobb County School District calendar and that there will be modifications to the fall break.
- There is a national search for a new director of Campus Services after the departure of Kasey Helton.
- Karen McDonnell urged departments to complete their performance reviews. As of this meeting only 29% were complete.

The meeting ended at 10:35 AM; a motion was made to adjourn and was seconded.

Respectfully submitted,

Tamara Livingston