

University Executive Council  
September 20, 2017 | BA 290 | 1:30 p.m.

- Workday Training (Tammi Thompson)
  - Online trainings have begun
    - 17% complete – highest in the System
    - Trainings will continue, as needed, into February
  - Once everyone adjusts to using Workday, it will be a more user-friendly system
- General Update (Ray Keck)
  - DACA
    - Held a general meeting for faculty and staff yesterday to discuss the effect this has on A&M-Commerce students
    - We will release a statement this week, which will have to be approved by the Office of General Counsel prior to release
    - A&M-Commerce is not a sanctuary institution and must provide information if asked by law enforcement, in addition to following state, federal, and System directives
    - Be cautious when speaking with the media
    - A student meeting will be convened
- Institutional Advancement (Keturi Beatty)
  - Over \$200,000 cash gifts this fiscal year (up 139%)
  - We have received twice the number of \$5,000+ gifts so far this fiscal year
  - We are also ahead in Alumni Association memberships
  - We have submitted for Board of Regents approval a request to rename the football field in honor of Ernest Hawkins
    - This cannot be announced until it has been approved at the October Board of Regents meeting
    - If it is approved, it could be announced at the November 4 football game
- Enrollment (Lee Young)
  - Total headcount is 12,903 (down 3.61%)
  - About 230 students were dropped for nonpayment
  - Employees in the One Stop Shop have been working hard to reenroll students
- Digital IT System Access Form (Tim Murphy)
  - CITE has transitioned to an online form and will no longer accept the paper form beginning September 22
  - Approvals will now be electronic (you will receive a notification email)
  - Form can be found here:  
[https://dms.tamuc.edu/Forms/ITSAR2?\\_ga=2.129285132.1470418486.1505830840-348388980.1427479543](https://dms.tamuc.edu/Forms/ITSAR2?_ga=2.129285132.1470418486.1505830840-348388980.1427479543)
- FY2018 One-Time Merit Guidelines (Tina Livingston and Edward Romero)
  - One-time, lump sum payment
  - Will not carry forward to the next year or toward base pay
  - Pay date of November 3 (an extra paycheck)
  - Different award criteria for faculty and staff
  - Cannot award to everyone in your department (look at superior rather than satisfactory performers)
  - Taxation and TRS contribution will be no different than that of a regular paycheck
  - There were concerns expressed by the Faculty Senate and the Department Heads that this would set a precedent for not offering merit increases in future years
    - Merit increases are based upon enrollment
    - If enrollment continues to decrease, we will not be able to offer merit increases
    - If enrollment increases, we will be able to offer merit increases again
    - Dr. Keck offered to meet with both groups

- Emails (Randy Harp)
  - Emails submitted to be sent out on the listserv will be pushed daily at 3pm; any submitted after 3pm will be sent the following day
  - Marketing Communications is going through the process of purchasing a portal that will create a daily digest that will combine the Master Calendar and Athletics calendar
- Announcements
  - Rebecca Skloot (author of the common read “The Immortal Life of Henrietta Lacks”) will be addressing the University at 5:30 p.m. on Monday, September 25