



President's Leadership Council Meeting Minutes

Date: February 17, 2016

Location: Lee Hall, Room 412

Present: President's Cabinet: Richard Hurley, President; Leah Cox, Special Assistant to the President for Diversity and Inclusion; Sabrina Johnson, Associate Vice President of Human Resources and Affirmative Action; Juliette Landphair, Vice President for Student Affairs; Jonathan Levin, Provost; Torre Meringolo, Vice President for Advancement and University Relations; Martin Wilder, Chief of Staff
Senior Leadership: Taiwo Ande, Assistant Provost for Institutional Analysis & Effectiveness; Anna Billingsley, Associate Vice President of University Relations; John Broome, (UFC) Assistant Professor; Hall Cheshire, Interim CIO; Scott Jones, Dahlgren Campus Site Director; Mark Safferstone, Executive Director, UMW Campuses at Stafford and Dahlgren; Ken Machande, (UFC) Associate Dean; Jeff McClurken, Special Assistant to the Provost for Teaching, Technology, and Innovation; Nina Mikhalevsky, Interim Dean, College of Education; John Morello, Associate Provost for Academic Affairs; Tim O'Donnell, Associate Provost Academic Engagement Student Success; P. Anand Rao, (UFC) Associate Professor and Director, Speaking Intensive Program; Lynn Richardson, Dean, College of Business; Ken Tyler, Athletic Director
Additional: Pam Verbeck, Executive Office Manager; Paula Wilder, Compensation/HR Data Management Manager

1. Upcoming Fair Standard Labors Act (FLSA) Changes

Presented by Sabrina Johnson, Associate Vice President of Human Resources and Affirmative Action

- The Department of Labor is increasing the salary threshold for non-exempt employees to \$50,440. It's currently \$23,660.
- Guidance from the Attorney General's office is to plan for April 1 issue, and May 31 implementation.
- Information has been sent to the President's Cabinet (Division vice-presidents) letting them know which positions might be effected of newly non-exempt who may be eligible due to special exceptions.
- After this information is received, a review will be made.
- Help is needed for messaging for class clarification, i.e. exempt vs. non-exempt. **This is not a class issue.**

- Work is being done on MyTime to help manage these issues.
- All Virginia public higher education schools are going through this together.

2. Data Classification and Handling

Presented by Hall Cheshire, Acting Chief Information Officer

- A laptop was stolen recently that held confidential information.
- Discussion is being held on how to avoid this happening again.
- The current policy includes: Public Data, Highly Sensitive Data, and Protected Data.
- Takeaways include:
 - Talk with yourself, your managers, supervisors, and staff about data classification and handling policies
 - Clean house. If you don't need it, delete it (IT can assist)
 - Encrypt
 - Data Stewards – email and meeting soon to discuss next steps
- Hall Cheshire and Ray Usler are happy to attend staff meetings to explain this information.

Announcements:

President Hurley:

- The Board of Visitors will meet Thursday and Friday this week
- The State budget comes out Sunday afternoon, so we hope to have a report out to the Campus by Tuesday of next week.
- There will be a public meeting today involving the College Heights Community Association about the possibility of the Foundation being gifted a Hillel house for UMW.
- Very pleased with the announcement and his first meeting with our incoming President, Dr. Troy Paino.
- There was a Legislative reception held in Richmond on February 4, in which approximately 120 legislators, staff and alumni attended.

Marty Wilder:

- There will be a reception for all to meet Dr. Paino and his wife, Kelly, on Friday, February 19, at 4:00 p.m., in the University Center.
- Rector Cuellar has asked that nobody try to make direct contact with Dr. Paino at this time, as his primary loyalties are still with Truman State.
- Senator Kaine will hold his staff retreat at UMW on Monday, February 22.

Anna Billingsley:

- On April 13, at 4:00 p.m., UMW will make history by breaking a world record for high-fiving.

Torre Meringolo:

- Advancement will be doing a tour of the East Coast and West Coast beginning this weekend.

Scott Jones:

- There are two opportunities to involve UMW faculty involving training on base. He thanked Dr. Morello in his assistance in getting necessary information.

Taiwo Ande:

- The NSSE 2016 survey was sent out to students and asked faculty to encourage students to complete the survey.

John Morello:

- Discussed that the FERPA statement in student catalog may need some revision/clarification.

Nina Mikhalevsky:

- The Educator in Residence will be held March 23-24.

Anand Rao:

- The UFC will meet on February 24.

Juliette Landphair:

- The Department of Criminal Justice Conference was held February 4-5.
- The Student Affairs Strategic Summit identified four areas of strategic focus for the Division.

Jonathan Levin:

- Met with twenty-five faculty members informally last week. The main themes of discussion were compensation and dining.
- The Strategic Plan will be presented to the Board of Visitors for approval.
- Workload study includes equity across programs, alignment of faculty load with mission.

Upcoming Meetings:

March 23 – Leadership Council Meeting, 1-3 p.m., Lee Hall, Room 412