



## Meeting Agenda/Minutes MBUG Executive Committee

<b>Purpose of Meeting:</b>	<b>Executive Committee Meeting</b>	<b>Approved:</b>	<b>June 26, 2013</b>
<b>Meeting Date:</b>	<b>March 27, 2013</b>	<b>President:</b>	<b>Rosiland Garner</b>
<b>Start Time:</b>	<b>10:30 a.m.</b>	<b>President-Elect:</b>	<b>Allen Coleman</b>
<b>End Time:</b>	<b>1:00 p.m.</b>	<b>Treasurer:</b>	<b>Cay Lollar</b>
<b>Location:</b>	<b>Holmes Community College</b>	<b>Secretary:</b>	<b>Lisa McDaniel</b>
	<b>Ridgeland, MS</b>	<b>Past-President</b>	<b>Dow Ford</b>

Representatives	Technical/ Functional			Phone	Present/Absent
Officer	President	Rosiland A. Garner	<a href="mailto:rgarner@its.msstate.edu">rgarner@its.msstate.edu</a>	662-325-9177	Present
Officer	Pres-Elect	Allen Coleman	<a href="mailto:alcoleman@iccms.edu">alcoleman@iccms.edu</a>	662-862-8105	Absent
Officer	Treasurer	Cay Lollar	<a href="mailto:clollar@iccms.edu">clollar@iccms.edu</a>	662-329-7134	Present
Officer	Secretary	Lisa McDaniel	<a href="mailto:lmcdaniel@its.muw.edu">lmcdaniel@its.muw.edu</a>	662-329-7377	Present
Officer	Past-President	Dow Ford	<a href="mailto:dford@prcc.edu">dford@prcc.edu</a>	601-403-1030	Present
Alcorn State University	Technical	Donna Hayden	<a href="mailto:dhayden@alcorn.edu">dhayden@alcorn.edu</a>	601-877-6674	Present
Alcorn State University	Functional	Jimmy Smith	<a href="mailto:jsmith@alcorn.edu">jsmith@alcorn.edu</a>	601-877-3966	Absent
Delta State University	Technical	Chris Giger	<a href="mailto:cgiger@deltastate.edu">cgiger@deltastate.edu</a>	662-846-4104	Absent
Delta State University	Functional				
Holmes Community College	Technical	Kevin Baker	<a href="mailto:kbaker@holmescc.edu">kbaker@holmescc.edu</a>	662-472-9122	Present
Holmes Community College	Functional	Matt Surrell	<a href="mailto:msurrell@holmescc.edu">msurrell@holmescc.edu</a>	662-472-9178	Absent
IHL	Technical	Stephen Frederic	<a href="mailto:sfrederic@mississippi.edu">sfrederic@mississippi.edu</a>		Present
IHL	Functional	Eric Atchison	<a href="mailto:eatchison@mississippi.edu">eatchison@mississippi.edu</a>	601-432-6288	Present
Itawamba Community College	Technical	(officer)			
Itawamba Community College	Functional	Tammie Dill	<a href="mailto:twdill@iccms.edu">twdill@iccms.edu</a>	662-862-8031	Present
Jackson State University	Technical	Artis Smith	<a href="mailto:artis.smith@jsums.edu">artis.smith@jsums.edu</a>	601-979-1080	Present
Jackson State University	Functional	Keilani R. Vanish	<a href="mailto:keilani.r.vanish@jsums.edu">keilani.r.vanish@jsums.edu</a>	601-979-0330	Present
Mississippi College	Functional	Cindy Hampton	<a href="mailto:hampton@mc.edu">hampton@mc.edu</a>	601-925-3485	Present
Mississippi College	Technical	Jim Pilgrim	<a href="mailto:jpilgrim@mc.edu">jpilgrim@mc.edu</a>	601-925-3814	Present
Mississippi Delta Community College	Technical	Lisa Jones	<a href="mailto:ljones@msdelta.edu">ljones@msdelta.edu</a>	662-246-6374	Present
Mississippi Delta Community College	Functional	Cassandra Atley	<a href="mailto:catley@msdelta.edu">catley@msdelta.edu</a>	662-820-9556	Present
Meridian Community College	Technical	Phillip Brooks	<a href="mailto:pbrooks@mcc.cc.ms.us">pbrooks@mcc.cc.ms.us</a>	601-484-8691	Absent
Meridian Community College	Functional	Ashley Jones	<a href="mailto:ajones41@meridiancc.edu">ajones41@meridiancc.edu</a>	601-484-8636	Absent
MS Gulf Coast Comm. College	Technical	David Besancon	<a href="mailto:david@mgccc.edu">david@mgccc.edu</a>	228.897.3902	Absent
MS Gulf Coast Comm. College	Functional	Louise Brown	<a href="mailto:louise.brown@mgccc.edu">louise.brown@mgccc.edu</a>	601-928-6278	Present
Mississippi State University	Technical	(officer)			
Mississippi State University	Functional	Teresa Shannon	<a href="mailto:teresa@saffairs.msstate.edu">teresa@saffairs.msstate.edu</a>	662-325-2223	Present
Mississippi University for Women	Technical	(officer)			
Mississippi University for Women	Functional	Tammy Prather	<a href="mailto:tprather@registrar.muw.edu">tprather@registrar.muw.edu</a>	662-329-7134	Present
MS Valley State University	Technical	Monteusz Monroe	<a href="mailto:Monteusz.monroe@mvsu.edu">Monteusz.monroe@mvsu.edu</a>	662-254-3649	Present
MS Valley State University	Functional	Joyce Dixon	<a href="mailto:jadixon@mvsu.edu">jadixon@mvsu.edu</a>	662-254-3308	Present
Northeast MS Community College	Technical	Angie Mason	<a href="mailto:abmason@nemcc.edu">abmason@nemcc.edu</a>	662-720-7458	Absent
Northeast MS Community College	Functional	Shannon Tucker	<a href="mailto:stucker@nemcc.edu">stucker@nemcc.edu</a>	662-720-7290	Absent
Pearl River Community College	Technical	Steve Howard	<a href="mailto:showard@prcc.edu">showard@prcc.edu</a>	601-403-1219	Absent
Pearl River Community College	Functional	(officer)			

Rosiland Garner called the meeting to order.

There were 20 members in attendance as well as program director Edith Riley. The following new member was introduced: Lisa Jones.

The previous minutes were reviewed with Cay Lollar moving to accept and Cindy Hampton seconding.

Next year's conference will be September 14-16 at the Natchez Grand.

**Financial Statement**

Cay Lollar gave the financial statement. The ending balance as of March 26 was \$23,651.49. Any outstanding school dues need to be paid.

**Vendors**

Matt Surrell has contacted some vendors, and board members should encourage any campus vendors to attend.

**Conference Program**

The registration fee is \$125 with a deadline of August 9 without a late fee. There was discussion on giving presenters a small gift. Edith needs to request the topics and consultants from Ellucian. She will be sending an email for the board to request the top 10 topics from her list and also speakers. Vicki Coughlin should be requested for financial aid.

**Sessions**

- Online Requisitions – Kevin Baker
- College Scheduler – MS College and vendor
- Banner Housing Basic Set-up – Lorie Wright
- ICC will check with Sandy South and Steven West for sessions.

Tammy Prather will check with EMCC on attending the conference.

Dr. Greenfield will be speaking at the luncheon for \$250. His topic will be something motivational/team work/leadership. Tim Guard is a possibly speaker for next year.

Bama Bug – Chuck Hunt, Bama Bug president, wants to discuss combining the two conferences. It was decided to invite him with 3 other board members to our next meeting and pay for their lunches. All were in favor.

Kevin Baker moved that we remove the non-member fee from registration. Cay Lollar second the motion with all in favor.

The giveaway will be a blanket or throw. Cindy Hampton will check on the possible colors for the t-shirts. The first choice was gray with purple/lime logo or second choice logo pink. The shirts may need to be put in the bags this year with names.

**Conference Committees**

Registration – Tammie Dill, Cay Lollar, Eric Atchison, Cassandra Atley, Jim Pilgrim, and Joyce Dixon

Door Prizes – Lisa McDaniel and Tammy Prather

Vendor – Matt Surrell and Keilani Vanish

Technical – Allen Coleman, Jim Pilgrim, Kevin Baker, Lisa Jones, and Monteusz Monroe

Logistics – Cindy Hampton and Donna Hayden

Greeters – Teresa Shannon, Stephen Frederic, Louise Brown, Dow Jones, Donna Hayden, Ashley Jones, and any available member.

The next meeting will be the end of June. Teresa Shannon moved to adjourn the meeting with Louise Brown seconding.

*Minutes recorded by Lisa McDaniel, MBUG Secretary*