



Meeting Agenda/Minutes MBUG Executive Committee

Purpose of Meeting:	Executive Committee Meeting	Approved:	April 6, 2016
Meeting Date:	February 24, 2016	President:	Cassandra Atley
Start Time:	10:30 a.m.	President-Elect:	Artis Smith
End Time:	1:00 p.m.	Treasurer:	Cay Lollar
Location:	Holmes CC	Secretary:	Lisa McDaniel
	Ridgeland, MS	Past-President	Eric Atchison

Representatives	Technical/ Functional			Phone	Present/Absent
Officer	President	Cassandra Atley	catley@msdelta.edu	662-332-8250	Present
Officer	Pres-Elect	Artis Smith	artis.smith@jsums.edu	601-979-1080	Absent
Officer	Treasurer	Cay Lollar	clollar@iccms.edu	662-862-8032	Present
Officer	Secretary	Lisa McDaniel	lmcdaniel@its.muw.edu	662-329-7377	Present
Officer	Past-President	Eric Atchison	eatchison@mississippi.edu	601-432-6288	Present
Alcorn State University	Technical	Donna Hayden	dhayden@alcorn.edu	601-877-6674	Absent
Alcorn State University	Functional	Jimmy Smith	jsmith@alcorn.edu	601-877-3966	Absent
Delta State University	Technical	Chris Giger	cgiger@deltastate.edu	662-846-4104	Present
Delta State University	Functional				
Holmes Community College	Technical	Kevin Baker	kbaker@holmescc.edu	662-472-9087	Absent
Holmes Community College	Functional	Gail Muse Beggs	gmuse@holmescc.edu	662-472-9087	Present
IHL	Technical	Stephen Frederic	sfrederic@mississippi.edu		Present
IHL	Functional	(officer)			
Itawamba Community College	Technical	Allen Coleman	alcoleman@iccms.edu	662-862-8105	Present
Itawamba Community College	Functional	Tammie Dill	twdill@iccms.edu	662-862-8031	Present
Jackson State University	Technical	(officer)			
Jackson State University	Functional	Keilani R. Vanish	keilani.r.vanish@jsums.edu	601-979-0330	Present
Mississippi College	Functional	Cindy Hampton	hampton@mc.edu	601-925-3485	Present
Mississippi College	Technical	Jim Pilgrim	jpilgrim@mc.edu	601-925-3814	Present
Mississippi Delta Community College	Technical	Lisa Williams	lwilliams@msdelta.edu	662-246-6374	Absent
Mississippi Delta Community College	Functional	(officer)			
Meridian Community College	Technical	Phillip Brooks	pbrooks@mcc.cc.ms.us	601-484-8691	Absent
Meridian Community College	Functional				
MS Gulf Coast Comm. College	Technical	Dan Webb	dan.webb@mgccc.edu	228.897.3828	Present
MS Gulf Coast Comm. College	Functional	Louise Brown	louise.brown@mgccc.edu	601-928-6278	Present
Mississippi State University	Technical	Rosiland A. Garner	rgarner@its.msstate.edu	662-325-9177	Present
Mississippi State University	Functional	Denise Peebles	denisep@controller.msstate.edu	662-325-1930	Absent
Mississippi University for Women	Technical	(officer)			
Mississippi University for Women	Functional	Tammy Prather	tsprather@muw.edu	662-329-7135	Present
MS Valley State University	Technical	Carmela Staten	carmela@mvsu.edu	662-254-3649	Present
MS Valley State University	Functional	Joyce Dixon	jadixon@mvsu.edu	662-254-3308	Present
Northeast MS Community College	Technical	Mark Nichols	mdnichols@nemcc.edu	662-720-7458	Absent
Northeast MS Community College	Functional	Shannon Tucker	sftucker@nemcc.edu	662-720-4084	Absent
Pearl River Community College	Technical				
Pearl River Community College	Functional	Tonia Moody	tmoody@prcc.edu		Present
Program Director		Edith Riley	egr1@msstate.edu		Present

Cassandra Atley called the meeting to order.

There were 19 board members in attendance as well as Edith Riley.

Louise Brown made a motion to accept the agenda with Rosiland Garner seconding the motion. All were in favor.

The minutes from October 27, 2015 were approved with Eric Atchison moving to accept, and Rosiland Garner seconding the motion.

Financial Statement – The ending balance as of December 31, 2015 was \$45,353.81 with revenue of \$28,516.45 and

expenses of \$29,056.41. Cindy Hampton made a motion to accept with Rosiland Garner seconding the motion. All were in favor.

Old Business

Chris Giger is trying to recruit a functional representative for DSU. Rosiland Garner will check the status of MSU's functional representative. Cassandra will check with North East, and the status of Meridian's functional rep is unknown.

2016 Conference

The conference is scheduled for September 11-13 with the board reporting on the 10th. The hotel is \$109 per night. Cindy Hampton will check with Mitchell McGinnis about the Sunday night entertainment – music and photo booth. Cay Lollar will check with the caterer, and she will update the registration form. Gail Muse will ask for a flyer from the vendors to put in the program.

Edith Riley reported on the program. She only has one advancement session and only a bootcamp for financial aid. The following are possible Ellucian sessions: Advancement, Research Grant Module, Banner Capture, and Financial Aid (8.25.1). BOF moderators are needed, and a Sunday afternoon BOF for new Banner users was discussed. Rosiland will try to get an IR and financial aid session. Carmela Staten will do the Bootcamp I session. Dan Webb will present financial approval queues. Edith will try to get Ellucian to do a Clearinghouse presentation. Submit names and topics to Edith.

New Business

The Riley Center and Hattiesburg Lake Terrace would like to host a board meeting, but the decision was made to wait for the proposals first.

Submit conference theme ideas to Cassandra by March 22.

Cindy Hampton will check with Terry Dent for the opening speaker. Cassandra will check with Sam Jones. Bring any suggestions to the next meeting. Rosiland made a proposal to pay \$500 to \$750 for the speaker plus travel costs with Chris Giger seconding.

Eric Atchison suggested that we put presentations on flash drives before the conference and also put on the website before the conference.

Proposals for 2017-2018 Conference

MSU Starkville and Jackson proposals will be presented at the next meeting.

Lake Terrace – There is a \$10,000 rental fee, free trolley, room rate from \$69 to \$109, and \$65 for vendor space.

Natchez – No charge for meeting space and room rate is \$119.

Lowery Woodall – No charge for meeting space and the auditorium seats 150 people with dining for 76 people. Hotels are 5 miles away. PRCC has a van with driver for \$150 per day plus mileage.

Meridian Riley Center – The rental rate is \$5,000 which includes AV, tables, chairs, and 12 breakout rooms. There is a Hilton and Holiday Inn nearby.

The next meeting will be in April. Louise Brown made a motion to adjourn with Rosiland Garner seconding the motion. All were in favor.

Minutes recorded by Lisa McDaniel, MBUG Secretary