



Meeting Agenda/Minutes MBUG Executive Committee

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

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

Rosiland Garner called the meeting to order.

There were 22 members in attendance as well as visitor Felicia Harried and program director Edith Riley. The following new members were introduced: Angie Mason and Keilani Vanish.

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

Financial Statement

Cay Lollar gave the financial statement. The ending balance as of February 22 was \$23,880.73. She also gave out the invoices for each of the member schools.

Conference Program

Edith Riley was given suggestions for the Ellucian consultants to request for the conference, Kimberly Saving-Sherman – Student/AR and Vicki Coughlin – Financial Aid.

Requested Sessions

Travel Module

Veteran Benefits

Housing

Waitlist

Workflow

Send Edith any other suggestions. Edith will send out topics list and request suggestions from the campuses.

Scheduled Sessions

Boot Camp I

Boot Camp II

Reporting

Access – Keilani Vanish

Argos – Jim Pilgrim

Monarch – Donna Hayden will get someone.

APEX – Phillip Brooks

SQL – Stephen Frederic

Duplicate Records – Cindy Hampton/Lisa McDaniel

Common Matching – Kimberly Saving-Sherman

Birds of a Feather Moderators

Technical – Allen Coleman/Chris Giger

Finance – Joyce Dixon/Louise Brown

IR – Eric Atchison

Financial Aid – Teresa Shannon

Human Resources – Stephen Frederic

Student – Ashley Jones/Cassandra Atley

Advancement – Cindy Hampton

It was decided that Dow Ford would do the welcome on Monday morning. Donna Hayden will find out if Dr. Derek Greenfield is available to speak at lunch on Monday.

The Sunday night social will be in the hotel ballroom from 6:30-8:00 p.m. with heavy h'orderves. Donna Hayden will see if Alcorn's jazz band is available to play.

Registration on Sunday afternoon will be from 4:00 until 6:00. One hour and fifteen minutes will be allotted for the luncheon on Monday. Cookies and drinks will be served during the breaks. Vendors can set up on Sunday. We plan to meet at 4:00 p.m. on Saturday to assemble the bags if check-in time is at 3:00 p.m.

Cay Lollar and Tammie Dill will bring suggestions for the give-a-ways to the next meeting. Suggestions were tumblers, coasters, mugs, and throws. We will need to purchase bags, lanyards, and ribbons this year. Cindy Hampton will ask Darren Penn for freebies from Ellucian.

All were in favor of having the 2014 conference in Natchez again since they are offering the same price if we lock in the dates now.

There was discussion on inviting the four Datatel schools to the conference (Hinds, EMCC, Millsap, and Rust).

The next meeting will be the end of March. Cindy Hampton moved to adjourn the meeting with Teresa Shannon seconding.

Minutes recorded by Lisa McDaniel, MBUC Secretary