MINUTES OF THE ADMINISTRATIVE COUNCIL
Thursday, November 17, 2005
8 a.m., Storer Ballroom

Present: Adams, Boyer, Carter M., Dunn, Kipetz, Lingenfelter, Maene, Rohel, Scranage, Seffers, Shaw, Sheridan, Starliper, Stern, Stevens, Sturm, Thompson, Vigil, Wilgoos, Wolf, Yanna, and Zanotti

In President Dunlop’s absence, Dr. Kipetz opened and presided over the meeting.

Kipetz: She and other staff members attended the West Virginia PEIA meeting in Martinsburg on 11/14/05, and has only depressing news to report regarding the coming increase in PEIA premiums. There was very strong representation from K-12 and other counties. The anticipated increases are quite high (report distributed). Strongly suggests that all concerned read the report, decide for themselves, and then hand-write a brief letter to Governor Manchin to illustrate the direct impact of these increases. Hand-writing the note seems to increase its impact at the state level.

Shaw: Distributed invitation to the December 1 Victorian Christmas dinner. Also distributed a Food Services survey, asking for broad participation. Food Services has proposed a 28.4% increase to the Board rates; has gone to Student Government for a vote.

Yanna: All we’re waiting for to be able to occupy the Ikenberry addition is a successful fire alarm installation/testing and elevator inspection.

Vigil: Sales of Shepherd athletic and championship gear are brisk, including online sales from alumni.

Scranage: Fall open houses are done, and attendance was up strongly: 40%, a total of around 1100 people. Thanks to all who helped! The Spring Open House dates have been set: April 15 and 29th.

Sturm: Shepherd University hosted its Annual Financial Aid workshop, with strong participation from local high school guidance counselors.

M. Carter: Thanks to all who helped with the extremely successful open houses.

Rohel: Last weekend’s Global-Local Conference was very successful. Approximately 45 people attended anti-racism sessions, as well as other workshops led by students and other local leaders. Planning is underway for another conference next year. (Kipetz: one of the sessions students attended was on Civil Disobedience--warning to Grover!) Battle of the Bands had very good attendance. Adam Leviton recently won several awards for graphic arts.
**Stevens:** Residence Halls will remain open until Saturday @ 7:00 pm for those attending the Saturday football game. MAPLE and BIRCH are the new names approved by the BOG for the new Residence Halls (until someone donates!). A reminder to all about the Midnight Breakfast on December 4—helpers are always needed, and should contact Phyllis Taylor.

On Dec. 9, 2005, several from Student Affairs and the Office of Graduate Studies will be traveling to Charleston to seek final HEPC approval for the Masters in Student Development.

**Bover:** Police are very busy with pre-game preparations.

**Starliper:** Noted that the WV PEIA Retirement plan shows how someone retiring from WV service will have their medical needs covered, despite the report showing very high increases in retirees’ premiums. Retirees hired before July 1, 2002 (2003, Dan?) can “cash out” excess leave days for free WV coverage until Medicare kicks in.

**Wolf:** Game time is 12 noon on Saturday for the 2nd round of NCAA Northeast Division playoffs. NO PASSES will be honored, per NCAA rules. Tickets are $8.00 for adults and $3.00 for students and children. The Alumni are sponsoring the reservation-only “Ram Rally” from 9:30 to 11:30 on the Midway. Gates/tickets open @ 10 am. A win on Saturday will mean a Thanksgiving Saturday Game!! Needs volunteers to help sell tickets between 9:30-12:30, serve as security throughout the afternoon. Will also need hands on the 26th game (if we win).

Many awards this season! [Karl supplied this list after the meeting]

**Football:**

Monte Cater: Coach of the Year for the second consecutive year and the 7th time awarded the honor, a WVIAC record. Also named Winningest Coach in WVIAC history with 129-67-1 record in 19 seasons at Shepherd and 160-90-2 in his 25 seasons as a head coach.

Dan Peters: WVIAC Grid Player of the Year – Defense--12 Interceptions is the most by an individual at any level of collegiate football in 2005 and a new conference single season mark.

**Team:**

- Ranked # 1 in the WVIAC and # 1 in the NCAA Northeast Region
- Ranked # 6 in the NCAA DII nationally
- Won 18 consecutive games (2004 and 2005 seasons)
- 3 Players return to the WVIAC All-Conference Team (2004 and 2005 seasons) - Dan Peters, Defensive Back, Dustin Dudinski, and Kicker/Punter Ricky Schmitt
3 players named to the All Conference Second Team - OL Ryan Pope, QB Dan Chlebowski, LB Jeremy Bailey.
5 players are named to All Conference Honorable Mention Team - WR Rodney Jackson, LB Jerome Quintana, KR Dustin Dudinski, OL Clayton Beard, WR Mark Springirth.

Men's Soccer:

Joseph Okoh  Named WVIAC Coach of the Year with a 17-2-2 season
Team  Ranked # 1 in the WVIAC and 14th nationally in the NCAA D II
4 Players named to the All Conference Team - GK Patrick Quinn, D Ian Newman, M Guiherme Fonseca, F Richard Smith, F Jamie Ritchie
3 Players named to the All Conference Second Team - D Mikus Rubenis, M Bernard Walters, F Emmanuel Elomobor.
4 Players named to Honorable Mention Team - GK Robert Pence, D Jimho Kim, M Jose Ventura, M Sean Holland.

Richard Smith was named Men's Soccer Player of the Year by the WVIAC Conference with 17 goals for the season.

Volleyball

2 volleyball team members were named to the All Conference Honorable Mention Team: OS Susanna Hill, OH Taylor Darnley, and MB Kori Ford was named to the All-Freshman Team.

Women's Soccer

Women's Soccer wins the first two rounds of the WVIAC Tournament, but loses in the Finals. Team finishes the season 11-10-1 (5-3 Conference) the best in team history.
7 team members were named to the All-WVIAC Women's Soccer Team for 2005 - D Amanda Smith, MF Brittany Sweeney and GK Amy Bell - First Team, D Ashley Gossertand F Jenifer Corkran - Second Team, and D Brandie DeWitt and F Lauren Cepko - Honorable Mention

Basketball season starts up with the Clarion Hotel Tournament, and passes will be honored.

On Saturday WEAR BLUE, not yellow, as was advertised on the Football Team website.

Adams: Flu shots will not be available for students or staff, contrary to previous announcements. Suppliers are only supplying large retail markets.
Wilgoos: The Faculty Senate is conducting on-going discussions of promotion and tenure, calendar issues, etc. Thanks to all who have come to talk to the Senate. Senator John Doyle visited as well, to discuss faculty pay issues. A proposal for faculty dependent scholarships is under discussion as well.

Stern: The new major in Spanish and teaching field in Spanish Education is being sent to HEPC for approval. We should have the official word by January.

Zanotti: Ram Rally hosted by Alumni. If we win on Saturday we’ll have to do it again on the 26th! Ram Rally Website: www.shepherd.edu/2ramsweb/ramrally/

The Leadership phase of the Annual Fund drive is going well—thanks to those who have already responded.

Sheridan: A group of 6 laptops are available for students to check out within the library, and the demand is high, even without advertising.

Thompson: Banner/RAIL will be down for maintenance:
8 am Monday 11/21 until 12 noon Tuesday 11/22 – CTC
8 am Tuesday 11/22 until 12 noon Wednesday 11/23 – Shepherd

Maene: Institutional Research is busy and going well. Many requests are repetitive, so as time allows, common reports are going up on the website: www.shepherd.edu/ir

Seffers: Please ensure that the previous month’s Minutes, distributed at the meeting, are correct. Send any updates to me by email. Note that I ask External Affairs to post the minutes to www.shepherd.edu/minweb, rather than send them to the employees listserv, which still includes CTC employees.

I am working with the academic departments to review the 2005 changes to our formal articulation agreements.

Dunn: 400 reservations already for the Ram Rally!

Lingenfelter: The 06-07 Scholarship and Program Budget has been drafted and is going to the Foundation’s Executive Committee for approval. Income distribution was up to 4% this year.

The meeting was adjourned at approximately 8:45 am.

Respectfully submitted,

Tracy Seffers
Secretary to the Assembly