

The University of Southern Mississippi
Staff Council Minutes
May 4, 2004

1.0 Call to Order

President Kittrell called the meeting to order at 9:46 a.m.

The following members were present:

Robin Barnett, Cheryl Burnette, Kalin Butirich, David Byrd, Scott Carr, Mathew Cox, Kameron Dale, Donna Donegan, Sally Donovan, Tommy Dye, Victoria Adams Fairley, Kathy Hayman, Keri Hensarling, Myra Herndon-Wade, Charmaine Hill, Valerie Horne, Robin Johnson, Susan King, Virginia Kittrell, Karen Lott, Stephen Rey, Stacey Ready, Arlin Steen, Ray Stevens, Toni Stringer, Mary Butler Sumrall, Mary Virgil, and Vicki Watkins.

2.0 Adoption of Agenda

The agenda was adopted with the deletion of section 6.4 of old business.

3.0 Call for Proxies

The following members were represented by proxy:

Susan Blackwell by Cheryl Burnette, William Sanders by Tommy Dye, Tonia Shaw by Virginia Kittrell, and Frances Sudduth by Valerie Horne.

The following members were absent without representation:

Robert Lowe and Beverly McNeese

4.0 Approval of Minutes

4.1 February Proposed Minutes

The minutes of the February regular meeting were approved as submitted.

4.2 March Proposed Minutes

The minutes of the March regular meeting were approved with minor changes.

4.3 April Proposed Minutes

The minutes of the April regular meeting were approved with minor changes.

5.0 Officers' Reports

5.1 President's Report - Virginia Kittrell

Provost's Council April 27, 2004

Beth Cooksey reported that budget sheets would be distributed to the deans by the end of the week. These are not the final numbers; we won't know the final budget for a couple of weeks. The purpose of reviewing the numbers is to check for errors. We are looking at budget cuts, but hopefully, the cuts will not be passed down to the departments.

Dr. Hudson reported that there is some discussion of a tuition increase. Mississippi doesn't have a budget management plan. The IHL Board could delay the tuition decision, so it may be difficult to plan/budget.

Dr. Pierce reported that the teacher education program passed, and that it is on track for NCATE review. He thanked all those involved; a great deal of work was done with outstanding support and cooperation.

There was discussion regarding direct admission to doctoral programs. Students who apply to Southern Miss and are accepted but don't have a master's degree are admitted to the master's program because there is no direct admission to the doctoral program. Currently, this is being worked on.

Hudson advised people to look at reducing the number of credit hours for degrees in the event this change takes place. It wouldn't go into effect until fall 2005. Changes due to requirements for licensures, etc. have increased the number of courses required to obtain a degree.

The Office of Graduate Studies' online applications are experiencing difficulties in that they sometimes get "lost." It was suggested that since the online application process is unreliable, it should not be used at all until the bugs can be worked out.

Greg Pierce reported that at this time, there are 4,226 pre-registered for summer. Last year, at this time, there were 4,645 pre-registered for summer. A new grade of 'NA' is being considered to account for people who are not attending class.

Kittrell reported that Staff Council would be announcing the recipient of the Staff Council Award at the June meeting. Staff Excellence

Award nominations are being solicited and the deadline is May 14, 2004.

It was reported that the grand marshal has been selected. That person will serve during three graduations including the Gulf Coast graduation.

Brad Bond reported on the progress of the articulation agreement. A group went to Jackson to discuss the issues. Nothing was decided. It was an educational experience for those who attended.

Hearing - April 28, 2004

Valerie Horne and Kittrell attended the hearing for professors Frank Glamser and Gary Stringer.

5.2 Special Assistant to the President's Report - Valerie Horne

IHL Meeting-April 15, 2004

Victoria Adams and Horne attended the IHL meeting in Jackson.

Phil Bryant, the state auditor, reported that there was no additional funding for higher education. He stated that less than one percent of all tuition revenue is uncollected annually. He said that everyone needs to know what a good job the universities are doing and that we were all "good stewards of our money."

There was lengthy discussion concerning Southern Miss' request for a BSBA degree in tourism. The board had requested the opinion of the attorney general's office and has not received an answer. Some board members were concerned about the personal liability they would be taking on and whether they had the power to approve. It was stated that in last month's meeting, they were told that this was a no-brainer. Most could not understand why they had not received a response from the attorney general's office.

Ricki Garrett stated that she is a firm believer in the constitutional stature and pleaded with the board to move forward with this issue. The motion was withdrawn and brought up again. Dr. Thames was asked to speak on the issue. He stated that he was concerned and had the understanding from last month that the degree would be approved. He stated that commitments have been made. The issue was

tabled again with an agreement that the board would hold a special meeting before May 7, 2004, to resolve this issue.

There was a report given on the subject of "Time to Degree." The committee had been asked to look at others states' degree requirements. The following nine suggestions were made:

1. Make certain that high school students are prepared for college.
2. Community college students must know what is transferable.
3. 120-hour degree requirements. There would be exceptions made with regard to remedial and prerequisite coursework. The ideal would be to limit general education to 36 hours.
4. The board should eliminate formula funding for all undergraduate students who have attempted 150 hours or more without a degree. These students should be charged more for tuition.
5. In the next five years, focus on addressing time to degree.
6. Annual reviews
7. Important measures
8. Enhance technology
9. Distance learning

The rough draft for this issue will be presented at next month's meeting. Garrett stated that students should not be rushed into deciding a major; rather, they should stick to the core requirements first. One questions raised was, "What would be the potential loss of tuition revenue if we went this route?" No answer was given.

5.3 Secretary's Report - Robin Johnson - no report

5.4 Secretary-Elect's Report - Keri Hensarling - no report

6 Old Business

6.2 Staff Council Award

President Kittrell announced that a deserving staff member has been selected to receive the Staff Council Award. The recipient will be announced at the June meeting.

6.3 Outsourcing

President Kittrell stated contracts for food service and the bookstore will be presented at the May IHL Board meeting.

6.4 Status of University Issues

President Kittrell announced that she is continuing to monitor issues relating to staff. Kittrell will keep us informed as information is released.

6.5 Staff Excellence Awards

Kameron Dale reported on the upcoming deadline for Staff Excellence Awards submissions. The deadline is May 14, 2004. Awards will be given in five categories. The nomination forms and other information about the awards can be downloaded from the Human Resources Web site. The recipients will be recognized at the June Staff Council meeting.

President Kittrell formed an ad hoc committee to prepare for and invite the Staff Excellence Award recipients to the June meeting: Virginia Kittrell, chair, Donna Donegan, Valerie Horne, and Charmaine Hill.

7 Committee Reports and Assignments

7.2 Assignment of Action Items - none

7.3 Constitution and Bylaws - Kathy Hayman - no report

7.4 Legislative - Cheryl Burnette - no report

7.5 Salary and Benefits - David Byrd and Myra Herndon-Wade - no report

7.6 University Relations and Cultural Diversity - Robin Barnett and Mathew Cox - no report

7.7 Technology and Training - Ray Scott and Toni Stringer
Scott and Stringer met with President Kittrell to discuss the recommendation that Staff Council help with staff training.

7.8 Other Committees

A. Institutional Effectiveness - Mathew Cox -
Cox recommended that we remove the Institutional Effectiveness Committee since the committee has not been meeting.

B. Sexual Harassment - Charmaine Hill - no report

C. Transportation Committee - Mary Butler Sumrall

Stacey Ready attended the April 6, 2004, Transportation Committee meeting for Mary Butler Sumrall. Ready reported the following:

The proposed parking fee increase to \$40 will affect all of the university community including faculty, staff, and students. The money garnered from the increased parking fee will aid in the construction of new lots and ticket writers' salaries. The Parking Management Office is looking into a payment option for faculty and staff such as payroll deduction.

Ready was informed that the ticket writers are rotating times and lots. Therefore, in theory, the students should not be able to figure out when tickets will be issued. In March, over 2000 tickets were issued.

D. Scholarship Committee - Virginia Kittrell

President Kittrell met with Tim Ryan on April 20, 2004, to discuss how Staff Council can raise money to fund the textbook scholarship.

E. Space Allocation and Utilization - Virginia Kittrell

no report

F. Election Committee - Kathy Hayman

Hayman asked that the Election Committee met on Tuesday, May 18 to count ballots.

8 New Business

No new business was discussed.

9 Announcements

9.2 End-of-Year Reports

President Kittrell reminded all committee chairs to begin preparing their end-of-the-year reports.

**9.3 Commencement - Friday, May 14, 2004, at 2:30 and 6:30 p.m.
Gulf Coast Commencement - Saturday, May 15, 2004, at 9 a.m.**

9.4 Staff Council Executive Committee Meeting - May 18, 2004, at 10 a.m., Physical Plant conference room

- 9.5 IHL Meeting - May 20, 2004
- 9.6 MASCO Meeting - May 20, 2004
- 9.7 June Meeting Date Changed

President Kittrell announced the June meeting date has been changed from June 1 to June 8 due to late registration activities. The June meeting will be held in Commons Rooms A and B.

10 Adjournment

The meeting was adjourned at 10:50 a.m.

Robin Johnson
Secretary
May 4, 2004

Susan Bone, Recreation Sports

Susan Bone introduced the new Southern Miss wellness program, "Keep It Moving Southern Miss." The summer wellness program will last eight weeks. Bone hopes to continue the wellness program past the summer.

"Keep It Moving, Southern Miss" will have a point system, whereby the participant will earn points for physical exercise at the Payne Center. Participants can also earn points for evaluation services, such as body mass index and cholesterol screening. Points are also earned through completing surveys, attending lecture series, and using "Rails to Trails" at the Gateway.

The summer program is free; a recreation card is not needed. The evaluation services are free as well, except if a full lipids screening is needed based on your cholesterol.

The program will run from June 8 - July 29, 2004. All participants will be given three free visits to the Payne Center.

Prizes will be awarded at the completion of the summer program. Bone is currently gathering prizes. Please encourage your co-workers to join the program. If you have any ideas for a future wellness program, please let Susan Bone know.