

**THE UNIVERSITY OF SOUTHERN MISSISSIPPI
STAFF COUNCIL MINUTES
September 2, 2003**

Wynde Fitts with the Office of Freshman Year Experience was scheduled to present the Premiere Weekend video. Conflicts prevented the presentation from occurring.

1.0 Call to Order

President McNeese called the meeting to order at 9:36 a.m.

The following members were present:

Cheryl Burnette, Scott Carr, Kameron Dale, Sally Donovan, Tommy Dye, Victoria Adams Fairley, Kathy Hayman, Keri Hensarling, Myra Herndon-Wade, Charmaine Hill, Valerie Horne, Robin Johnson, Susan King, Virginia Kittrell, Beverly McNeese, Kenton McNeese, Stephen Rey, Stacey Ready, William Sanders, Ray Stevens, Toni Stringer, Frances Sudduth, Mary Butler Sumrall, Mary Virgil, and Vicki Watkins.

2.0 Adoption of the Agenda

The agenda was adopted with a minor correction and reservation to change the order as necessary.

3.0 Call for Proxies

The following members were represented by proxy:

Robin Barnett, Kalin Butirich, Karen Lott, Robert Lowe and Tonia Shaw.

The following members were absent without representation:

David Byrd, Mathew Cox, Donna Donegan, Willie Heard, Bobbie Martin, John Troy Ross, Ray Scott, and Arlin Steen (Active Duty Military - excused).

4.0 Approval of Minutes

The minutes of the August regular meeting were approved with changes to format.

5.0 Officer's Reports

**5.1 President's Report - Kenton McNeese
Southern Miss Fan Fare, Saturday, August 9, 2003**

I attended the Fan Fare event and met the Golden Eagles. All football players were present due to the change in NCAA regulations this year, and participation in this event was great. The academic successes of our

athletics program were stressed at this event, which spotlights the outstanding student-athletes and academic support services provided to our students at Southern Miss.

New Faculty Orientation Luncheon, Friday, August 15, 2003

Sixty-nine new faculty members began their new positions this week. The new deans of their respective colleges introduced each of the faculty after the meal concluded. Dr. Shelby F. Thames presented a PowerPoint presentation about Southern Miss' accomplishments achieved during the last year. The presentation was quite inspiring when all of the events were lined up with each other in chronological order.

Cabinet Meeting, Monday, August 18, 2003

Dr. Joe Paul presented the Premier Weekend video that we will see at our upcoming September meeting. The students have returned and our campuses are alive with activity. Dr. Paul stated that this year was one of the smoothest he has seen. He received no complaints in regard to Financial Aid, and he complimented that department on a job well done.

Dr. Tim Ryan, representing the USM Foundation, made note of the new board member orientation, which took place on August 15. He anticipates good chemistry among the board members and looks forward to the next meeting.

Richard Giannini announced the sale of 22,000 season tickets so far this year, and he anticipates a total of around 24,000. Mitch Williams, a former Southern Miss athlete and current local sports broadcaster, spoke at the new athlete orientation, and Giannini complimented Williams' ability to motivate individuals. There have been 16 suites in the proposed stadium expansion spoken for at this point, and things are looking positive for the sale of the remaining suites.

Community Blitz week will be held August 25-29. Members of the administration, faculty, staff, and student body will "blitz" our community, presenting some 2,500 yard signs, campus maps, athletic schedules, and "Go Gold" shirts during this week. The week is intended to thank businesses and encourage further support for our university as we begin this new academic and athletic year.

The Athletic Center will be the site of an open house Tuesday, September 9, 2003, from 5:30 to 7 p.m. All are welcome to visit and view the completed facility prior to our home opener against Conference USA-rival Memphis on

September 13, 2003, at "The Rock." A formal ribbon cutting will take place on Friday, September 12, 2003, at 4 p.m.

Dr. Jay Grimes reported that enrollment is up on the coast campuses by approximately 100. There may be some numbers skewed due to the fact that some Hattiesburg students have registered unknowingly for classes offered on the Gulf Coast Campus. This happens every year.

Jared Loftus, Student Government Association president, encouraged everyone to visit the association's newly redecorated offices on the first floor of the Union, adjacent to the game room. He is excited about the opportunities that are before us this academic year.

Dr. Myron Henry reported on the success of the recent Faculty Senate retreat. He provided Dr. Thames with a list of committee assignments and goals established during the retreat.

I provided a report from the Staff Council and asked if any consideration had been given to our requests from earlier in the year. Dr. Thames stated that their time had been occupied with other items, and they would discuss and provide a response as time permitted.

Bob Pierce of the Southern Miss Alumni Association applauded the success of Premier Weekend and expressed gratitude for its assistance in building Southern Miss traditions and pride. He also made mention that more than 200 individuals have planned to make the journey to California for the football game. The first alumni board meeting will take place just prior to the Memphis game on September 13, 2003.

Dr. Angeline Dvorak reported that a record number of proposals were submitted for the month of July. iTech is experiencing some down time as our network is having some problems. The team is working diligently to defend against the numerous viruses attacking systems everywhere. The network is being updated currently, and the iTech department is reviewing business processes to better serve the campuses.

Provost's Council, Tuesday, August 19, 2003

The first meeting of this council took place with Dr. Tim Hudson convening. Time limitations allowed only the introduction of each representative. A schedule of meetings was provided.

Southern Miss Luncheon, Monday, August 25, 2003

The Southern Miss Luncheon, previously called the Eagle Club Luncheon, took place at the "Inn on the Hill." Jeff Bower presented the starting line up of

this upcoming week's game against the University of California. Coach Bower was very optimistic, yet cautious in discussions of this weekend's game.

Community Blitz, Friday, August 29, 2003

Virginia and I started our morning early at WDAM to promote Community Blitz Week and our participation in the event. I would have to say the event was a great success, and those participating had the privilege to experience community interaction and economic development firsthand through the visit to the numerous businesses that took place during the week. The afternoon groups were fortunate to have four gentlemen students from our English Language Institute visit with them. The opportunity to interact with multiple organizations and businesses is what drives our institution as both an economic entity and an educational center for our community, state, and nation. Thanks to all who participated and supported this weeklong event.

5.2 President-Elect's Report - Virginia Kittrell - no report

5.3 Secretary's Report - Robin Johnson - no report

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

5.5 Assignment of Action Items

- A. #83 - assigned to University Relations
Proposal for the University to consider a book loan program for faculty/staff who take classes.
- B. #96 - assigned to University Relations
For more than seven years, the parking permit fee was deducted from our payroll checks. This year, we (staff and faculty) are required to pay the total \$24 up front at the beginning of the fall semester. If an employee leaves the university before next fall, will a prorated amount of the parking fee be refunded to the employee upon his or her departure?
- C. #97 - assigned to Salaries and Benefits
Faculty & Staff Academic Policy - Page 3102 of the policy manual - regarding the second class being taken only from noon - 1 p.m. This is impossible considering the very limited course offerings at this time. Faculty and staff should be allowed to take lunch at a later or earlier time

to take a class if necessary. Exceptions should be allowed. This is not a benefit to employees when the policy is written so that classes cannot be taken.

6.0 Old Business

6.1 Holiday Proposal -

An update on this proposal was given by President McNeese during his report.

6.2 IHL Tuition Exchange Document -

To date, there has not been a decision made regarding the exchange document.

6.3 Dependent Tuition Waiver Proposal/Letter -

To date, there has not been a decision made regarding the dependent tuition waiver proposal/letter.

6.4 Other

President McNeese will schedule a meeting with Dr. Thames and officers to discuss the holiday proposal, IHL tuition exchange document and the dependent tuition waiver proposal/letter. Dr. Thames has stated that a feasibility study is underway examining the tuition exchange document and the dependent tuition waiver proposal.

President McNeese contacted the director of marketing and public relations, Lisa S. Mader, to obtain the policy and rationale behind departments other than athletics not being allowed to use the new eagle logo for casual work uniforms. Mader replied that in an effort to unify the brand of The University of Southern Mississippi, all university entities with the exception of athletic entities should use the university seal with the name. Guidelines and graphic standards have been established and are available in the Department of Marketing and Public Relations. President McNeese stated that we still do not have a clear answer. He will continue to ask the question. To date, there has not been any resolution to the uniform colors either. Hopefully, information will be forthcoming.

7.0 Committee Reports

7.1 Constitution and By Laws - Kathy Hayman

The committee will have a meeting soon to discuss the reapportionment of staff on council. Dr. Thames has requested that we review the reapportionment.

7.2 Legislative - Cheryl Burnette

A list of legislators in the Southern Miss area is being compiled.

7.3 Salaries and Benefits - Myra Herndon-Wade

The committee will be holding a meeting next week to discuss the action items that have been assigned.

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

7.5 Technology and Training - Ray Scott and Toni Stringer

A meeting is being planned for the committee.

7.6 Other Committee Reports

A. Institutional Effectiveness - Mathew Cox - no report

B. Sexual Harassment - Charmaine Hill - no report

C. Transportation Committee - Mary Butler Sumrall

The chair of the committee is Mary Beth Bankston. Bankston indicated that there were quite a few items to discuss. Dr. Clyde Ginn was charged with determining the composition of the committee. The committee will meet once all members have been appointed.

8.0 New Business

8.1 America Recycles Day Participation

America Recycles Day is a national event to promote recycling through education. Last year, Staff Council donated \$350 to help with this event. Southern Miss participated last year by having a "litter-free" event. Volunteers passed out bags for fans entering "The Rock" at a football game. We also held a tailgate party prior to the game. The event is scheduled for November 15, 2003. Southern Miss is planning the same type of activities as last year. We do need volunteers to help at the tailgate party, pass out bags and clean up. Pledge cards will be distributed later, and participants are eligible for state and national prizes. President McNeese stated that it would be good to have some

visibility and positive publicity. Staff Council's participation would show that we are here to do things to help the university and the community. President McNeese would like to see Staff Council adopt this project as a group and maybe take it a step further. President McNeese feels that Staff Council can pledge financial support again this year. A decision will be made at the October meeting as to the depth of our involvement.

8.2 October meeting at Stennis Space Center

Due to increased security, each staff member in attendance will be required to have a photo ID, and the names of those attending must be turned in to Keri Hensarling prior to the meeting. President McNeese encouraged all of Staff Council to attend the meeting at Stennis. As we grow our campuses, it is important to see what part Stennis plays in our comprehensive university. Transportation will be provided. If a member is unable to attend, they should get a proxy. This will be a full day at Stennis. A tour of Stennis will be given and also there is a possibility of an engine test at 2 p.m. that day. More details about events during the Stennis meeting will be sent out as they come available.

8.3 Proxy for Arlin Steen

Arlin Steen is still serving our country. His absences have been excused to this point. President McNeese suggested having a permanent proxy for Arlin. This would allow the group of staff he represents to continue having a voice. Charmaine Hill offered to check to see if someone from his area will serve as his proxy until he returns.

8.4 Formation of Ad Hoc Committee

President-Elect Kittrell would like to form a committee to investigate the possibility of a scholarship for staff. The scholarship would be similar to the one AOP gives annually. The following people agreed to serve on the scholarship ad hoc committee chaired by President-Elect Kittrell: Cheryl Burnett, Kameron Dale, Kathy Hayman, Beverly McNeese, and Billy Sanders.

8.5 Other

President McNeese does not have any new information about the raise package except what has been reported in the media. He will provide more information as it comes available.

9.0 Announcements

9.1 Golden Eagle Revelry, Wednesday, September 3, 2003, 3:30 p.m. in Bennett Auditorium. The United Way campaign will also be kicked off during Revelry.

9.2 November 15, 2003, America Recycles Day

9.3 Football, September 13, 2003, at "The Rock" vs. Memphis.

9.4 Football, September 25, 2003, at "The Rock" vs. Nebraska. Offices and classes will be dismissed early due to the game.

9.5 Open enrollment for Human Resources is coming up in October.

9.6 Rails to Trails grand opening, September 12, 2003. The Gateway is now open for business.

9.7 Other

The last day to buy tickets for the October 11, 2003, game against Alabama is Friday, September 5, 2003. This will be Alabama's homecoming and their ticket office has requested that any tickets not sold by September 5 be returned to them.

There will be fireworks at the Memphis game. Fans are encouraged to wear their gold to all football games. "Go Gold" shirts are available at the University Bookstore.

Susan Blackwell and Janice Caudill have resigned from Staff Council. President McNeese will be examining previous election results to see who will fill the vacant seats.

10.0 Adjournment

The meeting was adjourned at 10:35 a.m.

Robin Johnson

Secretary

September 2, 2003