

The University of Southern Mississippi
Staff Council Minutes
July 5, 2005

1.0 Call to Order

President Kittrell called the meeting to order at 10:38 a.m.

1.1 Welcome new Staff Council members

President Kittrell welcomed and recognized the new members of Staff Council.

The following members were present:

Susan Bone, Beth Bosarge, John Burks, Kim Busche, Mathew Cox, Kameron Dale, Margaret Firth, Wynde Fitts, Kathryn Hood, Valerie Horne, Sharon Hughes, Susan King, Virginia Kittrell, Keith Long, Karen Lott, Vassie Owens, Pam Posey, Stacey Ready, Billy Sanders, Ray Stevens, Mary Sumrall, and Trisha Wilbanks.

2.0 Adoption of Agenda

President Kittrell requested two amendments to the Agenda: change 8.1.1 to Recognition of Student Scholarship Recipient and add 8.1.4 Distribution of Staff Council Lapel Pins.

Motion was made by John Burks and seconded by Kameron Dale to accept the agenda as amended. Unanimously accepted.

3.0 Call for Proxies

The following members were represented by proxy:

Tyia Brooks by Kathryn Hood, Melissa Carpenter by Mary Sumrall, Scott Carr by Kameron Dale, Donna Donegan by Stacey Ready, Michele Fleming by Kim Busche, Robert Lowe by Keri Hensarling, Ratonia Shaw by Virginia Kittrell, Toni Stringer by Vassie Owens.

The following members were absent without proxy:

Kady Beouui, David Byrd, Steve Coleman, Lee Ducksworth, Ray Stevens, and Brad Sumrall.

4.0 Approval of Minutes

4.1 April Proposed Minutes and May Proposed Minutes

Motion was made by Mary Sumrall and seconded by Stacey Ready to approve the April and May proposed minutes with typographical corrections. Unanimously approved.

4.2 June Minutes

June minutes have not been returned from the university proofreader. They should be ready for the August meeting.

5.0 Officer Reports

5.1 President's Report - Virginia Kittrell

June 6, 2005 - Cabinet Canceled

June 13, 2005 - Cabinet

Virginia Kittrell thanked the administrators who attended the Staff Council luncheon. Much appreciation went to Dr. Lucas for speaking to the group. He did an outstanding job. Thanks to Kameron Dale who assisted in presenting the Staff Excellence Awards. Recipients included Lola McGee, Physical Plant, Service Maintenance; Butch Canty, Physical Plant, Skilled Craft; Mary Sumrall, Office of the President Emeritus, Jesse Morrison Award; Yvonne Arnold, University Libraries, Clerical; and Mary Jo McKay, Speech Communication, Office Professional. Virginia presented the Outstanding Staff Member Award to Mary Sumrall.

Bob Pierce announced that Powell Ogletree passed away Saturday morning. Mr. Ogletree was one of the founding fathers of the Alumni Association. He turned 83 on Monday. Tim Ryan stated he was a personal friend of Mr. Ogletree, who was also a founding father of the foundation. In lieu of flowers, gifts can be sent to the foundation.

Tim Ryan reported that the foundation is wrapping up the year with meetings. They will be establishing an ongoing tour of the campus for prospective donors for fund-raising efforts. An orientation and board meeting will be held Friday, June 24. J.P. Morgan will be the guest speaker. After the luncheon, a full board meeting will be held.

Gregg Lassen reported that we are working with a different budget process. We are on a compressed time schedule. There has been a \$700,000 increase in insurance costs for the university, a \$1 million increase in retirement contributions for the university, and an anticipation of an increase in utility costs. Budgets are due today. He discussed the temporary hiring freeze.

Richard Giannini announced that the new Conference USA comes into effect July 1. He is excited about the future of the league. Season ticket renewal date ended May 31. We are running ahead about 200 seats from last year. It was announced today that the Alabama game will be televised. The Memphis game could also be televised. The new board and officers will be in place June 29.

Dr. Jay Grimes reported that they are working on recruitment. The Coast dodged the tropical storm, and classes were canceled.

Dr. Cecil Burge reported that Dr. Fos will receive a grant award of \$568,000 from the Department of Public Safety and Homeland Security. Dr. Ed Mann will also receive a grant from the State Department of Education. The Innovation and Commercialization Steering Committee approved the design of the park. There is \$10.5 million earmarked from congressional money. He expects to add to that

this year. Dr. Burge stated that there were rumors about the MIDAS program being canceled. That is not true, and they expect to have more awards than last year. He reported that the Department of Contracts and Grants and OSPA (Office of Sponsored Programs Administration) are margining.

Dr. Thames discussed creating a dictionary as to what IHL defines as such. He said that all areas will get one so that everyone is on the same page.

Jonathan Krebbs, SGA president, reported that they are working on Eagle Palooza. They will combine it with Hub Fest, and it will be held October 18, 19, and 20. A shuttle service will be available from Southern Miss to downtown. They will split the cost of the concert with the Area Development Partnership. They expect to have approximately 12,000 students at the concert. Jonathan discussed the drug legislation and reported that 150,000 students across the nation have been denied financial aid due to a previous drug violation. SGA will present their case to the students in the fall. He stated that Yale will match funds to students who have been denied financial aid for drug violations.

Dr. Joe Paul reported that the first Preview went well. This is partly due to the quality of advisement.

Dr. Joan Exline stated that they are in the final stretch for reports for SACS. Margaret Sullivan, the consultant, will be here on June 20. We should be in good shape. The reaffirmation document is due in September. Russ Willis is working on an administrative manual. They are trying to wrap up the academic manual.

Dr. Rex Gandy stated that the Inaugural Science Camp kickoff will begin today. This is the first year and will include students from 4th to 11th grades.

Dr. Peter Fos reported that he had two interns in Jackson working with the State Health Department.

Dr. Elliott Pood stated that First Friday was a very good production, and they have been asked to produce it two more times. They have received \$150,000 from Placido Domingo. Dr. Andy Weist is the first faculty member from Arts and Letters to be eligible for the MIDAS program.

Dr. Willie Pierce encouraged faculty to look at external funds. Education and Psychology is consumed with NCATE accreditation at this time. They are on schedule and are analyzing data from the spring assessment. They are also working on converting hard copies to electronic data.

Dr. Harold Doty stated his college is working on the Center for Economic Education. He stated that spending a little extra money will result in attitudinal changes. They will be able to screen alumni better and expect to have 90-95 percent accuracy on alumni information.

Dr. Bill Powell reported that the Faculty Senate completed the year. Dr. Myron Henry has been elected president elect, and Mary Beth Applin was elected secretary elect. Faculty Senate has a couple of Gulf Coast resolutions. One is to preserve the library, and the other is to keep Hardy Hall open as an auditorium.

It was announced that the May commencement will be held at the Multipurpose Center because of renovations at the Coliseum.

June 20, 2005 - IT Advisory Council Meeting

IBM representatives made a presentation to the committee. There was much discussion about the roles and responsibilities of the CTOs (Chief Technology Officers) and how they could be more effective. The committee voted to have the CTOs report to the colleges instead of iTech and to have the funding for salaries shifted to the colleges as well. It was approved and will go into effect July 1, 2005.

June 27, 2005 - Cabinet Canceled

5.2 President Elect's Report - Valerie Horne

June 10, 2005-Faculty Senate Meeting

Dr. Beckett reported on a meeting that he had with Toy McLaughlin (President of Southern Miss Foundation) concerning the derogatory comments made on the Eagle Talk Chat Board by Tim Reiner. Dr. Beckett requested an apology and received two written statements via e-mail on June 9, 2005 and June 10, 2005 from Mr. McLaughlin.

Faculty Senate drafted a Resolution regarding the Gulf Park Library. They asked that the decision to convert portions of the Library to temporary classroom space be rescinded. A copy of the resolution has been available at www.usm.edu/fsenate. It was reported at the meeting that all faculty positions have been frozen. There was a search for an assistant for Dr. Burge (vice-president of research) and three candidates have been interviewed. An offer was made to Beverly Maddox-Britt, and she declined the offer. The senate has suggested that the president of Faculty Senate be allowed to speak at faculty orientation. This request has not been confirmed at this time.

Dr. Myron Henry was re-elected Faculty Senate president elect and Mary Beth Applin was re-elected secretary elect.

5.3 Secretary's Report - Keri Hensarling - No Report

5.4 Secretary Elect's Report - Kim Busche

A thank-you note from Mary Sumrall was received and read to the members.

An update sheet for member information was circulated for current member information.

6.0 Old Business

6.1 Golf Tournament

The tournament date is October 2, 2005. We have currently raised \$2500 and are still looking for more sponsors. We will have brochures at the next meeting.

6.2 Nominating Committee

The nominating committee thanked those members who had agreed to run for office. For the office of president elect: Wynde Fitts and Pam Posey. For the office of secretary elect: John Burks, Melissa Carpenter, and Trisha Wilbanks. The membership will also have the ability to write in candidates for either office during the election.

Motion was made by John Burks and seconded by Valerie Horne to accept the nominations. Unanimously passed.

7.0 Committee Reports and Assignments

7.1 Assignment of Action Items

Action Item 114 - Since Financial Affairs has been relocated to the second floor of Bond Hall on the periphery of campus, there is a need for a drop box for biweekly and monthly time sheets and other time sensitive forms (permission to travel, travel reimbursement, single payment, etc.) in the center of campus. I propose that a drop box be located at either the Business Office or the Post Office.

Assigned to the University Relations Committee.

7.2 Constitution and Bylaws - Ray Stevens - no report

7.3 Legislative - Kameron Dale - no report

7.4 Salaries and Benefits - Mary Sumrall - no report

7.5 University Relations and Cultural Diversity - Stacey Ready -no report

7.6 Technology and Training - Donna Donegan - no report

7.7 Other Committees:

A. **Department of Parking Management Committee - Stacey Ready**
Committee will resume meeting in September 2005

B. **Scholarship Committee - Virginia Kittrell**

The Scholarship committee met and selected this year's recipient. The committee will meet in August to begin drafting the criteria for the Staff Scholarship.

C. **Drug and Alcohol Policy Review Committee - Mathew Cox**

The drug and alcohol policy is still sitting on the chairman of the committee's desk. This committee has not met in several months. The documentation is completed and is waiting on approval.

D. **President's Council - Stacy Ready**

The next meeting is Wednesday, July 13, at 7 AM in the Union. These meetings are open to anyone who would like to attend.

E. **IT Advisory Board - Virginia Kittrell - no report**

F. **Wellness Program - - no report**

Motion was made by Kim Busche and seconded by John Burks to have Susan Bone be the Staff Council representative to this committee. Unanimously passed.

G. **Fund-raising Committee - Beth Bosarge**

A committee needs to be established. Volunteers were asked for, and the following members agreed to serve on this committee: Kathy Hood, Wynde Fitts, Valerie Horne, Virginia Kittrell, Kameron Dale.

8.0 New Business

8.1 **Introduction of Student Scholarship Recipient - Katheryn Coots**

President Kittrell introduced Katheryn and read her essay. Katheryn was awarded a scholarship check for \$100.00.

8.2 **Transition of Officers:**

Outgoing President Virginia Kittrell made remarks and expressed sincere thanks to the council. She stated she was proud of the following things that Staff Council had accomplished during her tenure as president.

- ❖ Started Staff Scholarships
- ❖ Full tuition wavier if both parents are employed at Southern Miss
- ❖ Intense work on keeping out-sourced employees included.

President Kittrell presented gifts to Pam Posey, parliamentarian; Keri Hensarling, pcretary; and president-elect Valerie Horne in appreciation of their hard work through the 18 months.

The gavel was officially passed to incoming President Valerie Horne. President Horne thanked past-president Kittrell for her dedication with an engraved plaque.

President Horne thanked the Staff Council members for their support and asked each member fill out the Staff Council committee request forms so that we could make committees assignments as soon as possible

8.2.1 Committee Assignment Sheets

Committee assignment forms were distributed. Each member is to select the committee on which they would like to serve. Committees will be announced at the August meeting.

8.2.2 Member Information List

Each member was asked to check the Member Information List that was passed around to make sure all information was correct. A complete list of all members will be given out to the membership at the next meeting.

8.2.3 Meeting Dates

A list of the meeting dates for this year was distributed to the membership. Staff Council will continue to meet on the first Tuesday of each month with the exception of January. The exact location of the October and March meetings will be announced at a later date when details are worked out. Both of these meetings are on the Coast.

8.2.4 EEOC Representatives

President Horne explained the need for EEOC representatives and asked that each EEOC group meet after the meeting to select a representative.

8.2.5 Distribution of Lapel Pins -

Lapel pins were distributed to those that had served one year on the Council.

8.2 Election of Officers

Wynde Fitts was elected to serve as president elect and John Burks was elected to serve as secretary elect.

8.3 Staff Excellence Awards, Appreciation Day, and Retiree's Reception

Staff Council will have the responsibility of honoring the recipients of these awards. Kameron Dale needs ideas from the group on different ideas regarding staff and faculty appreciation. There is also a need to change the yearly retiree's reception. There was a lot of negative feedback from the ceremony this year.

Motion was made by Susan King and seconded by Mary Sumrall that Staff Council continues to support endeavors to express appreciation to staff and retirees. Unanimously approved.

9.0 Announcements

9.1 Next Meeting Tuesday, August 2, 2005, Union, Room C
Please be here at 9 AM for the group picture.

9.2 IHL meeting - Thursday, July 21, 2005, 8:30 a.m.

10.0 Adjournment

Motion was made by Susan King and seconded by Mary Sumrall to adjourn. Unanimously passed.

Kim Busche, Secretary
July 2005