

The University of Southern Mississippi
Staff Council Minutes
Tuesday, April 3, 2007
Joseph Greene Hall 203

Victoria Delancey, Senior Secretary for the Eagle Club, is the recipient of the Staff Council award for this month!

1.0 Call to Order at 9:36 a.m. by President Fitts

- Welcome back Vassie Owens!

2.0 Adoption of Agenda

- 2.1 Agenda moved by Melissa Carpenter, seconded by Mandy Tilley and adopted by Council.

3.0 Call for Proxies

Proxies were read. Linda Davis will be out on medical leave for the next few months, please keep her in your thoughts and prayers.

John Hayman for John Burks
Michelle Fleming for Tyia Brooks
Melissa Carpenter for Melissa Coker
Susan Bone for Sharon Meyers
Shane Coghlan for Scott Carr
Pam Posey for Keith Long

Margaret Firth did not have a proxy.

4.0 Approval of Minutes

- 4.1 March Proposed Minutes will be rolled over until May.

5.0 Officer's Reports

5.1 President's Report - Wynde Fitts

5.1.1 Liaison Committee Presidential Search Report

Questions for Dr. Martha Saunders from Faculty Senate:

1. As the new president for Southern Miss, how would you envision spending your first 90 days on the job?
2. What do you see as the top five challenges for Southern Miss during your first year as president and how would you approach addressing these challenges?
3. Is it possible to fill some senior administrative positions with interim officers while beginning national searches for selected officers who report directly to the president?
4. Are there important advantages to you as president of Southern Miss that are traceable to your south Mississippi roots?

5. What is your philosophy on utilizing national searches to fill important leadership positions?
6. What are your views concerning meaningful faculty involvement in annual planning and budget processes?

Questions for Dr. Martha D. Saunders from Staff Council?

1. Opportunities for advancement
2. Opportunities for professional development
3. Consistent system of evaluation and compensation, specifically addressing salary compaction
4. Morale issues
 - Outsourcing issues
 - Recognition
 - At will vs. at whim
5. Shared governance
6. Visibility and approachability
7. Change in atmosphere
 - Moving Southern Miss from being a temporary training ground for employees to a place where people make a career

- 5.2 President-elect's Report - John Hayman from Faculty Senate and IHL
- Amy Young reported on an item from the Executive Officer's meeting with the provost concerning the dean of College of Education and Psychology stepping down. Amy stated that the provost gave officers a data sheet to demonstrate declines in College of Education and Psychology in areas of enrollment and Student Credit Hours generated. This data apparently indicated to the provost a poor performance on the part of Dean Pierce. Senate requested that similar data be ascertained on other colleges for comparison.
 - Myron Henry reminded senators that the senate meeting in May would be held on the coast. Will Watson agreed to see about reserving the library conference room at Long Beach for the meeting. Myron Henry also stated that Gail Russell has invited the senate for food at her Bay St. Louis home after the meeting. Myron asked senators to be thinking about it and to let Gail know at next meeting.
 - The senate was asked to consider creating a Five Year Reflections document, which would outline accomplishments and failures of the outgoing administration in an effort to create an accurate historical accounting of the administration as well as create a document that will inform and guide the next administration's decisions. In a vote of 31-1-3, the senate passes a measure authoring the executive officers to draft a document or an outline for a document that a committee could work from.

- Myron Henry stated that the presidential search was moving along well and that the committee would be meeting next Tuesday (March 27) to decide the preferred candidate to invite for a campus visit. He also reported that the senate Executive officers met with the Editorial Board of the *Hattiesburg American*. For that meeting, the officers created a list of items shared with the Editorial Board of what we thought might be priorities for the new administration. Senators asked if the list could be disseminated to senate on the listserv.
- Myron Henry asked that the members selected for the ad hoc committee on advising meet with him after the senate meeting.
- Myron Henry asked if there were any other issues or topics that senators wanted addressed in the remaining weeks of the semester. Senators had none at this time.
- Stephen Judd disseminated a letter he drafted for senate consideration to be sent to MVSU Faculty Senate. The letter is intended to be a show of support for MVSU senate's vote of no confidence and their wish for open dialogue with their president. Stan Hauer suggested some editorial changes (which he will make and send to Stephen) and the senate approved the letter unanimously. The senate passed a motion to go into closed session to discuss two issues that concerned personnel.
- In closed session, the senate passed a measure authorizing a senate committee to formally investigate to see if policies and procedures were followed concerning the selection of an interim chair in the Educational Leadership and Research department. The senate unanimously passed a motion to send another letter to the president, provost and IHL commissioner reaffirming the senate's position that no new organizational changes should be made during this transitional period and specifically that the administration stop its attempt to move the Administrative Justice (AJ) department out of College of Science and Technology at this time. The senate also approved a measure to have an observer attend a meeting scheduled Monday between the provost and faculty from AJ if not objected to by AJ faculty or the provost.
- Mary Beth Applin disseminated for senate consideration a list of five items that could codify an understanding of shared governance and the role of the Faculty Senate in shared governance. She proposed that maybe the senate's Academic and Governance and Constitution and Bylaws committees look at the statements and suggest some wording acceptable to the senate. These items would be shared with a new administration for comments and possible approval at an appropriate time.
- Steve Oshrin stated that most evaluations have been completed (last call is next Friday and departments have been notified). J.T Johnson is working on tabulations. Myron asked Steve O. to send

him a list of the departments that have not completed the evaluations at this date. Myron also stated that Pat Joachim, assoc. provost on coast, has asked if she could use the senate evaluation tool to do other administrative evaluations on the coast.

- Mary Lux – senate had five representatives on the Grand Marshal Awards Selection Committee. Senate awards committee will soon be selecting from 20 candidates.
- Anita Davis reported that Dave Beckett, chair of the Faculty Handbook committee, called her to tell her that there was a error in the wording concerning sabbatical leaves – it should say that faculty get full pay for a semester of sabbatical leave and half for a year but it currently has half that value.
- Cheryl Goggin reported that College of Education and Psychology elections had to be re-done because a faculty member had been left off the ballot. It was suggested by a senator that the senate president call a meeting of the Faculty Leadership Council (FLC) to elicit their assistance in determining a method for extracting correct faculty names for the purposes of various elections.
- Facility Management Planning Committee held an open forum for all faculty, students and staff to review the draft proposal. There was very low attendance at the forum. The consulting group will be sending the final draft proposal to the committee in April. The committee also looked at the placement of the new tennis courts at their last meeting.
- Bobby Middlebrooks reported that at last Graduate Council meeting, Susan Siltanen proposed a 15 hr., essentially, ‘minor,’ for graduate students on how to be a college professor. This raised a lot of excitement at the last meeting. It’s been referred back to the college.
- Southern Miss was approved by the IHL Board to purchase \$340,000 of Forensic science equipment.
- 850-900 Residence Halls are to be rebuilt.
- Appointment of Arthur McNabb Firm \$2.5 million for Cedar Point Expansion
- Football and Pete Taylor Park Expansion was approved.
- \$6,000 design approved for campus paving improvements

5.3 Secretary’s Report - John Burks: No report

5.4 Secretary-elect’s Report - Melissa Carpenter

- Read invitation for Staff Council to attend Mandy Tilley’s wedding Saturday, April 21.
Mr. and Mrs. Marvin Tilley
and
Rev. and Mrs. Glenn Nace
invite you to share in the joy
of the marriage uniting their
children

Amanda Capri
and
Nathan Lawrence
on

Saturday, the twenty-first of April
Two thousand and seven
at three o'clock in the afternoon
Rocky Creek Baptist Church
2165 Rocky Creek Road
Lucedale, MS

Reception Immediately Following Ceremony

Directions to Rocky Creek Baptist Church

From Hattiesburg take Highway 98E to Lucedale (52 miles); Turn left onto Highway 63N towards Leaksville (caution light at intersection); go 1.5 miles and turn right onto Rocky Creek Road (by Church of Christ); Rocky Creek Baptist will be approximately 3 miles down on the right.

- Melissa Carpenter sent Linda Davis a get well card from Staff Council. Melissa posted Staff Council meeting announcement to the Master Calendar for Tuesday, April 3 and Tuesday, May 1 in JGH, Room 203 for Hattiesburg campus, and Gulf Coast Student Service Center, Room 202 for Gulf Coast campus. Also, sent information to Jana Bryant for Eagle's Eye. She took minutes at the Staff Council Executive Committee meeting held in Bolton Hall Conference Room Tuesday, March 27 at 8:15 a.m. Melissa sent a reminder e-mail to Staff Council members to send their report to me prior the April 3 meeting. Possible community service opportunities are
- Walk America to benefit the March of Dimes Saturday, April 14 at 10:30 a.m. at Timberton Park. You can make a donation to Melissa for her team, purchase a \$15 Blue Jeans for baby shirt, \$10 9 X 12 route sign donation in Memory or in Honor of a special someone, \$50 16 X 20 route sign, \$100 18 X 24 Mission Sign or a \$100 18 X 24 Ambassador Sign with picture.
- Relay for Life to benefit the American Cancer Society Friday, April 20 beginning at 6 p.m. at Loyalty Field. You can make a monetary donation to Melissa for her team, purchase a \$10 spirit card, \$5 bow or care givers donation, purchase a \$100 Torch, and purchase a \$10 or \$25 luminary.
- A Day in the Park Saturday, May 5 from 7 a.m. to 5 p.m. in efforts to raise awareness of childhood obesity at Tatum

Park Complex. This event will include more than 400 children from the Hattiesburg area sponsored by The University of Southern Mississippi, City of Hattiesburg, Forrest General Hospital, Hattiesburg Coca Cola Bottling Company, and William Carey University.

6.0 Unfinished Business

6.1 Development Committee - Susan Bone

- Susan met with Sharon Meyers. We have an In and Out account in the Foundation Office. Sharon is looking at the amount of money and description of account to see what and how money is being used. We can take 4 percent out to use for our scholarship or we can keep the money for a year to draw interest for an endowed scholarship. Rachel Lowery is gearing up for the annual giving fund-raiser. They will speak to Dr. Lucas about how the fund is set up. Susan will follow up with Sharon and get back to Staff Council.

6.2 Election Committee - Tina Griffin

- Tina met with Kameron Dale Tuesday, March 31 for the Interest Inquiry Survey for those wishing to be placed on the ballot to run for Staff Council.
- Tina Griffin mailed out 1142 surveys Tuesday, March 20, 2007. Twelve surveys have been returned. They were for the following EEOC categories: Professional (EEOC 3)-7 surveys, Secretarial/Clerical (EEOC 4)-3 surveys, and Gulf Coast-1 survey. They did not receive any surveys from the following categories: Executive/Administrative (EEOC 1), Skilled Craft/Service Maintenance (EEOC 6 and 7)-4, and GCRL-1. Tina is ready to proceed with Election Ballots for Professional and Secretarial/Clerical. We still need to discuss how to handle the following categories: Executive/Administration-1 (out of 35 employees), Skilled Craft/Service Maintenance-4 (out of 190 employees), and GCRL-1 (any category).

7.0 Standing Committee Reports:

7.1 Constitution and Bylaws - Keith Long

- Pam Posey said to please review constitution and bylaws e-mailed to you and be ready to vote in May.

7.2 Legislative - Margaret Firth - No report

7.3 Salaries and Benefits - Mandy Tilley

- The Salary and Benefits Committee did not meet in March; however, the orientation packet for the New Staff Orientation was sent out to the Staff Council for corrections/deletions/addition/suggestions. Once the Staff Council passes the document, the committee will then send it to the university's proofreader before printing it. The committee hopes to

have all documents completed and ready for print by June to kick off the fall semester with the first New Staff Orientation.

- 7.4 University Relations and Cultural Diversity - Tracy Robinson
- Staff Council Award is in a redesign phase. As of now the following changes have been made:
 1. Award given once each semester (three per year)
 2. Prizes being “upgraded”: Athletics will give a pair of football season tickets if in football season and two pair of basketball season tickets if in basketball season, Payne Center will give three month membership; and Barnes & Noble/Aramark gift certificate upgrade is in the works.
 3. Award description/details will be finalized by next meeting and presented to Staff Council.
- 7.5 Technology and Training - Steve Coleman
- No report other than finding someone to take over the Web page for Staff Council.

8.0 Liaison to the University

- 8.1 Department Parking Management - April Jordan and Cory Smith
- The village will be open in the fall. There are 354 rooms and will be used by sororities and upper-class females. Hillcrest will be used for the rest of them as overflow.
 - There are 150 parking spaces inside the village and 190 around the perimeter (on Montague and in the circle). In addition, there is an open zone lot across the street. Parking management wants a decal specifically for the village that can be used only in the village and open zones.
 - Fraternity Row has 200-240 spaces for those students. (There are 145 residential parking spaces and 101 behind it). The parking committee is changing the policy for the fraternity parking decals. Fraternity members will be required to park in the frat designated parking or an open zone. Previously they could park in other residential areas.
 - The parking for Pinehaven, the Village, and Frat row will have new colored decals and will enable them to park in their own section or open zones only.
 - They also want to change the name of West Haven Street to Pinehaven Street and change Pinehaven Circle to Village Circle.
 - The section between the stadium and Seymour’s is a designated “free speech” area. There have been issues recently, and in the past, with cars parked in this area interfering with those trying to evoke their right to free speech. One person was almost backed into while he was speaking to the public. It is a service zone and is not for parking. There is currently a gate that should be locked with the exception for deliveries. It is typically left unlocked; therefore, people do park there. Because of the free speech

designation, any disturbance of this nature could be a violation of the 1st Amendment, so more care needs to be taken to lock it once finished.

- In addition, the amplified sound events must have a thoroughfare. The parked cars are preventing this. The area will be re-marked with new signage and Parking Management will obtain a key to assist with this effort. Cars parked in this area will be towed. Mr. Postlewhite will remind the physical plant workers to lock up after they are finished. At minimum everyone is advised to put the chain up so it appears locked.
- We had one ticket issued that had been appealed. Mr. Giles had denied the request so it was escalated to the committee. The employee had received a warning ticket that she said was unwarranted, but did not appeal since there was no charge. She agrees that that the second ticket was deserved, but she believes that there should be 'no charge' since it is her first real violation of parking policy. The committee denied her request.
- Purpose of the Transportation Committee: The Southern Miss Transportation Committee determines allocation of parking spaces and zoning consistent with the long-range planning and development of the University.
- Goals for 2006-2007
 1. To be a higher appeal for traffic violations for faculty and staff
 2. To make policy and procedure recommendations for the Transportation Department
 3. To research similar institutions and use this research in policy recommendations
 4. To serve as a positive voice and buffer zone for the Parking Management Department

8.2 Wellness Program - Susan Bone

- Biggest Winner program is going well. We are in our ninth week and have one more week to go. We will have our final celebration on April 14.
- Susan has asked Marketing and PR to help promote the "Motivating Mississippi - Keys to Living Healthy program." Still, many individuals have not taken advantage of signing up for the Health Risk Assessment. No specific plan has been created to date.
- The Wellness Council will have a meeting this summer to review the past year's events.

8.3 IT Advisory Board - John Hayman

- The budget/sub-committee IT Board approved a mission critical \$13.5 million

8.4 Master Facility Planning Committee - Margaret Firth

- They are moving forward

9.0 New Business

9.1 Issues and Concerns

10.0 Announcements

10.1 Executive Committee and Committee Chair Meeting Tuesday, April 24 at
8:15 a.m. in Bolton Hall Conference Room

10.2 Adjournment at 11 a.m.

**The University of Southern Mississippi
Dr. Martha D. Saunders Campus Visit
Thad Cochran Center
Thursday, April 5, 2007**

7:30-8:30 a.m.	Breakfast with Vice Presidents Dr. Peter Fos Presidential Suite
8:30-9:15 a.m.	Deans Dr. Peter Fos Room 218
9:15-10 a.m.	Athletics Dr. Peter Fos Room 218
10-10:40 a.m.	Undergraduate and Graduate Student Leaders..... Mr. Gene Gouaux Room 218
10:40-11:30 a.m.	Foundation Leadership Ms. Lou Ann Poynter Room 218
11:30-12:45 p.m.	Lunch with Community Leaders Ms. Lou Ann Poynter Room 210
12:45-1:45 p.m.	Faculty & Staff Dr. Peter Fos Room 218
1:45-2:45 p.m.	Faculty Senate, Gulf Coast Faculty Council, Staff Council and American Association of University Professors Dr. Myron HenryMs. Wynde Fitts Room 218
2:45-3:40 p.m.	Academic Council, Graduate Council, Council of Chairs, University Libraries, and Gulf Coast Research Lab Dr. Alvin Williams Room 218
3:40-4:40 p.m.	Alumni Association Ms. Lou Ann Poynter Room 218
4:45-5:30 p.m.	Reception for Campus & Community Dr. Peter Fos Room 210 & 2 nd Floor Conference Center Area
5:30 p.m.	Board of Trustees Meeting Presidential Suite
	Press Conference to be held immediately following the Board Meeting Room 218