

**The University of Southern Mississippi
Staff Council Minutes
Tuesday, April 1, 2008
John C. Stennis Space Center
Building 1100 Conference Center, Room 107
Hancock County, Mississippi
9:30 a.m.**

Special thanks to Keith Long and all the staff at Stennis Space Center and the Center for Higher Learning for hosting our Staff Council meeting and providing the wonderful lunch and goody bags. The tour of the facility was very informative. We were sorry about the inclement bad weather and we were not able to complete the tours. We all want to return for a future visit and bring others. Again, thanks for being a gracious host.

Special thanks to Mr. Joe Swaykos and others for their very informative presentations and history about Stennis and their respective disciplines. Mr. Patrick Scheurmann, NASA-SSC Associate Director gave the Council an overview of NASA and Stennis Space Center. Dr. Steve Lohrenz, Department of Marine Science Chairman gave Council an overview of the department. The Center for Higher Learning Visualization Center Demo was simply breath taking. We were not able to take the NASA VIP Windshield Tour due to inclement weather.

- 1.0 Call to Order - John Hayman, President
 - 1.1 Called to order at 9:50 a.m.
- 2.0 Adoption of agenda by Keith Long and seconded by Susan Bone and the agenda was approved.
- 3.0 Call for Proxies

Sharon Hughes for Rusty Anderson
Susan Bone for Dianne Coleman
Patience Wise for Ida Coleman
Paul Lott for Tommy Dye
Pam Posey for Tina Griffin
Tyia M. Brooks for Margaret Firth
Mandy Nace for Patrick Foley
Joni Dixon for Kathy Hayman
Amy Byxbe for Larry Lee
Andrea Phillips for Vassie Owens
Scott Carr for Tracy Robinson

Members present were Verlee Breland, Tyia Brooks, Kay Bruening, Amy Byxbe, Susan Bone, Melissa Carpenter, Scott Carr, J.J. Crawley, John Hayman, Sharon Hughes, April Jordan, Keith Long, Paul Lott, Jin Joo McClendon, Sharon Meyers, Mandy Nace, Andrea Phillips, Pam Posey, Amy Thornton, Mary Virgil, Cory Williams and Patience Wise.

Guest in attendance was Jana Bryant, Sherry Finneran, Michelle Fleming, Keri Hensarling, Aminah McKinnie and Joe Swaykos.

- 4.0 Approval of Minutes
 - 4.1 March Proposed Minutes
 - Mandy Nace made a motion to approve the March minutes; it was seconded by Jin Joo McClendon. Melissa will send corrected minutes to Amy Thornton for the Web site.
- 5.0 Officer's Reports
 - 5.1 President's Report - John Hayman
 - No cabinet meeting.
 - Dr. Saunders was well pleased with Inauguration. It was flawless.
 - Upcoming Centennial Town Hall meetings.
 - Landry and Lewis Architect were chosen for the construction for a new residence hall to be completed by fall 2010. Their firm will also celebrate 100 years in 2010.

5.1.1 Action Items

Action Item 12 was assigned to Rusty Anderson and the Salaries and Benefits Committee. Have a process in place where the Coastal campus staff is given the same amount of time off as the Hattiesburg campus. Several times throughout the year for various reasons the offices in Hattiesburg close early. The Coastal campus is denied the same time off and has been denied the time when requested to be given on a later date.

- 5.2 President-Elect's Report – Mandy Nace
 - No report from IHL or Faculty Senate
- 5.3 Secretary's Report - Melissa Carpenter
 - Melissa sent out e-mail reminders to Staff Council members.
- 5.4 Secretary-Elect's Report – Tina Griffin
 - Tina will be mailing out ballots of new members this week.
- 6.0 Unfinished Business
 - 6.1 Southern Miss Family – Paulette Jackson
 - Diane Coleman can let the Council know the total amount collected at the next meeting.
 - 6.2 Tina reported that we have received a great response from the membership election ballots.
- 7.0 Standing Committee Reports
 - 7.1 Constitution and Bylaws – Pam Posey
 - Pam will send information to the Committee
 - 7.2 Legislative - Margaret Firth – No report.
 - 7.3 Salaries and Benefits - Rusty Anderson – No report.
 - 7.4 Technology and Training – Amy Thornton
 - New Web site is up so please check it out.
 - 7.5 University Relations and Cultural Diversity - Tracy Robinson – No report.
- 8.0 Liaison to The University Committee Reports
 - 8.1 Department of Parking Management - April Jordan
 - April was not able to attend the last Parking and Management meeting and could not find anyone to proxy.
 - 8.2 Fundraising - Sharon Meyers
 - Committee is working on rewriting the fund agreement.

- 8.3 IT Advisory Board - John Hayman.
- Committee met last week.
- 8.4 Space Assessment and Utilization Task Force – Rusty Anderson – No report.
- 8.5 Strategic Planning Committee – Rusty Anderson
- The full committee will meet on Tuesday, April 1, 2008 to review reports and key performance indicators (KPIs) submitted by the subgroups.
 - Rusty Anderson is on the Connection to the Community subgroup. They met two times in March and have focused our KPIs on two areas. One is internal to the university family and the other area is connecting with the greater Hattiesburg area community.
 - Their report will include KPIs for the following:
 - Hosting and welcoming
 - Front door greeting
 - Events
 - Arts
 - Sporting events
 - Training events
 - Life long learning
 - Forums
 - Giving and experiencing our kindness
 - Mentoring relations (caring for one another)
 - Faculty and staff appreciation
 - Sharing and helping each other
 - Friendship opportunities
 - Adult friends
 - Adopting internationals
 - Intentional group building (FSS)
 - Conversation and shared spaces
 - Community resources and spaces (universal) vs. profit centers (remove barriers) (i.e., information commons, movie auditorium)
- 8.6 Wellness Program - Susan Bone
- Students will be helping employees fill out health risk assessment.
 - Susan will send out the letter regarding Action Item #10 to Council members review.
 - **Weekend Warrior: Five Meals for your Busy Week scheduled for April 1** shows you how to develop shop and prepare easy meals for the week.
 - **Marvelous Makeover for your Brown Bag Lunches: An apple a day scheduled for April 8** introduces easy and convenient ideas for bringing lunch to work and incorporating fruits into lunch meals.

9.0 New Business

9.1 Issues and Concerns – Faculty and Staff Ticket Policy

- Beginning with the 2008 football season all full-time faculty and staff will be allowed to purchase two season tickets at a 20% discount excluding premium seating (suites, club levels, etc)
- A faculty and staff member may purchase an additional ticket at the discounted rate for every dependent child, age 18 years or under. Date of birth must be provided for dependent children.
- A retired faculty and staff (must have left university with at least 25 years of service, regardless of age or be age 60 with at least four years of service) will be allowed to purchase two season tickets at a discount price.
- A faculty and staff member who purchased season football tickets in 2007 in priority sections (for example, MM Roberts Stadium, sections C, G or N) and did not belong to the Eagle Club will be allowed to purchase same number of season tickets in 2008 without being an Eagle Club member. All new season tickets purchased for 2008 will require an Eagle Club membership (priority required for that section).
- Southern Miss Athletics will treat your Eagle Club membership as a **matching gift**. (\$125.00 members becomes a \$250.00 member, \$750.00 will become a \$1500.00, etc. Your Eagle Club level determines your seating location and parking location. The higher your level, the better your seats and the closer you can park to the stadium). Payroll deduct is available through the Eagle Club for your membership which gives you priority on season tickets and a parking pass. The Eagle Club is the fund-raising arm of Southern Miss Athletics. For more information call the Eagle Club at 601.266.5299. One hundred percent of the monies raised by the Eagle Club are used to pay for the scholarships for the 300-plus student-athletes at Southern Miss.
- The University of Southern Mississippi Credit Union will allow faculty and staff (if a member of the credit union) to purchase season tickets through payroll deduct or direct deposit for a six-month period. This requires a one time application fee of \$6. Fax or take an invoice showing how much the tickets are (\$600 limit on ticket cost) by the Credit Union and they will cut a check for that amount to the Southern Miss Ticket Office. For more information call the Credit Union at 601.450.4114 ext. 209 and ask for Julie Montgomery.
- Season tickets are non-transferable. Tickets will need to remain in Faculty and staff member's name.

- 9.2 Other
- Mary Beth Applin sent out an e-mail regarding Sick Leave Policy to Staff Council members to review.
 - Gulf Coast campus staff members have established a weight watcher site.
 - Dr. Doug Rouse and Stacey Pickering are the new members elected to serve on the IHL Board.
 - Pam Posey elected as the president elect for the National Association of Educational Office Professionals.
- 10.0 Announcements
- 10.1 Food Committee meeting Wednesday, April 2 at 5 p.m. the Power House Mezzanine.
- 10.2 New Staff Orientation Thursday, April 3 at 9 a.m. at R.C. Cook University Union, Rooms B and C.
- 10.3 Larry Morgan Retirement Reception April 7 from 2 p.m. to 3:30 p.m. at the Baptist Student Union.
- 10.4 Campus Conclaves Sessions Tuesday, April 8 at 10 a.m. in the Thad Cochran Center, Room 216, Friday, April 18 at 10 a.m. in the Thad Cochran Center, Room 218 and Wednesday, April 30 at 10 a.m. in the Academic Enhancement Center Room 103 on the Gulf Park campus in Long Beach.
- 10.5 National Student Worker Appreciation Week April 12-19, 2008.
- 10.6 Executive Committee Meeting with Chairs – Tuesday, April 15 at 8:30 a.m. at Forrest County Hall Room 201G.
- 10.7 National Volunteer Appreciation Week April 21-26.
- 10.8 American Red Cross “Blood Drive” Thursday, April 24 in the R.C. Cook University Union Lobby from 9:30 a.m. to 2:30 p.m.
- 10.9 Hattiesburg Relay for Life Friday, April 25 to Saturday, April 26 from 6 p.m. to 6 a.m.
- 10.10 Next Staff Council meeting Tuesday, May 6 at 9:30 a.m. at R.C. Cook University Union Room B and C.
- 10.11 Gene Wiggins Retirement Reception May 7 from 3 p.m. to 5 p.m. in the Thad Cochran Center, Room 218.
- 11.0 Adjournment