

The University of Southern Mississippi
Staff Council Minutes
Tuesday, April 7, 2009
Thad Cochran Center Room 216 – 9:30 a.m.

- 1.0 Call to Order – Rusty Anderson, president-elect
Called to order at 9:35 a.m.

- 2.0 Adoption of Agenda – Rusty Anderson had one change to the agenda. Under Standing Committee Reports Section 7.3 Salaries & Benefits delete item 7.3.1. Action Item # 5. This item was resolved at the March meeting. Cory Williams moved to adopt the agenda with changes and JJ Crawley seconded the motion. The agenda was approved with changes by council members.

- 3.0 Call for Proxies – Ida Coleman for Teresa Loveless Allen
Kay Bruening for Verlee Breland
Amy Byxbe for Larry Lee
Tina Griffin for Twillia Morgan
Rusty Anderson for Mandy Nace
Amanda Belsom for Susan Scott
Linda Dorsey for Amy Thornton
Patience Wise for Mary Virgil

Members present were Rusty Anderson, Amanda Belsom, Christy Bjork-Elias, Heather Brown, Kay Bruening, Amy Byxbe, Dianne Coleman, Ida Coleman, JJ Crawley, Shannon Davis, Linda Dorsey, Mike Giles, Tina Griffin, John Hayman, Bridgett May, Andrea Phillips, Cynthia Render-Leach, Cory Williams and Patience Wise.

Auxiliary member, Kathy Hayman, and parliamentarian, Pam Posey, were present. Pat Foley, auxiliary member, was absent.

Tommy Dye, April Jordan, Paul Lott and Lou Ellen Williams were absent without proxy.

- 4.0 Approval of Minutes
 - 4.1 March Minutes were tabled until next meeting.

- 5.0 Officer's Reports
 - 5.1 President-elect's Report
 - 5.1.1 IHL Meeting
A task force presented the results to the IHL board on Mississippi's future in higher education. Informational summary listed below:
 - Systemic changes must be IHL driven, not driven by the universities.

- Mississippi is a poor state and trying to support multiple universities will continue to be a challenge.
- Faculty salaries continue to be below the regional average and the public would not support the increase necessary to catch up to the regional average.
- Each campus is unique and should be treated as such.
- We must change if we are to survive.
- Mississippi is #1 in the nation with students entering college from single parent households.
- Mississippi is #49 in Doctors per Capita.
- Higher Education is the Key!

Recommendations for further consideration by committee:

- Become energy efficient.
- Increase the retention rate and graduation rate at all universities.
- Redesign teacher preparation.
- Conduct evaluation of facilities and utilization.
- Work with a 5 year funding program.
- Conduct internal audits.
- Focus programs on future job demand and skill sets needed.
- Most important stakeholders for universities are faculty and staff members.
- Increase faculty and staff salaries by moving resources.

Next steps included waiting on the new IHL Commissioner to come on board and to provide the direction or recommendations.

IHL Agenda Items:

- System Administration – Approval Of New Academic Units
 - The *University of Southern Mississippi* requests permission to establish the *Department of Marketing and Fashion Merchandising*, which will be a new academic department within the College of Business.
 - The *University of Southern Mississippi* requests permission to establish the *Department of Finance, Real Estate, and Business Law*, which will be a new academic department within the College of Business.
 - The *University of Southern Mississippi* requests permission to establish the *Department of Educational Studies and Research*, which will be a new academic department within the College of Education and Psychology.
- Reorganize
 - The *University of Southern Mississippi* requests permission to reorganize the *School of Accountancy and Information Systems* by removing Information Systems faculty and associated resources from the

- existing unit and placing them in the proposed *Department of Business Economics and Decision Sciences*, and by removing Legal Studies faculty and associated resources from the existing unit and placing them in the proposed new *Department of Finance, Real Estate, and Business Law*.
- The *University of Southern Mississippi* requests permission to reorganize the *Department of Economics, Finance, and International Business* by removing Finance faculty and associated resources from the existing unit and placing them in the proposed *Department of Finance, Real Estate, and Legal Studies*, and by removing International Business faculty and associated resources from the existing unit and placing them in the proposed *Department of Management and International Business*.
 - The *University of Southern Mississippi* requests permission to reorganize the *Department of Management and Marketing* by removing Marketing and Fashion Merchandising faculty and associated resources from the existing unit and placing them in the proposed new *Department of Marketing and Fashion Merchandising*.
 - The *University of Southern Mississippi* requests permission to reorganize the *Department of Educational Leadership and Research* by removing Educational Research faculty and associated resources from the existing unit and placing them in the proposed new *Department of Educational Studies and Research*.
- Rename
 - The *University of Southern Mississippi* requests permission to rename the *School of Accountancy and Information Systems* to the *School of Accountancy* as a part of proposed reorganization within the College of Business, whereby Information Systems and Legal Studies faculty and associated resources will be removed from the existing unit.
 - The *University of Southern Mississippi* requests permission to rename the *Department of Economics, Finance, and International Business* to the *Department of Business Economics and Decision Sciences* as a part of proposed reorganization within the College of Business.
 - The *University of Southern Mississippi* requests permission to rename the *Department of Management*

and Marketing to the *Department of Management and International Business* as a part of proposed reorganization within the College of Business.

- The *University of Southern Mississippi* requests permission to rename the *Department of Tourism Management* to the *Department of Casino, Hospitality, and Tourism Management* to better align the unit name with its scope and mission.
- The *University of Southern Mississippi* requests permission to rename the *Department of Educational Leadership and Research* to the *Department of Educational Leadership and School Counseling* as a part of proposed reorganization within the College of Education and Psychology.
- The *University of Southern Mississippi* requests permission to rename the *Office of Graduate Studies* to the *Graduate School* to reflect the university's commitment to research and graduate education, and align the name with that of peer institutions.
- The *University of Southern Mississippi* requests permission to rename the *Department of Administration of Justice* to the *School of Criminal Justice* to return the unit name to the more traditional criminal justice designation, which more accurately reflects the degree offerings and research focus within the unit.

5.1.2 Faculty Senate Report for March President Saunders' Report

- No changes on the university budget since the last meeting, although there is some talk of federal government incentives being possible.
- To date the annual fund has surpassed money raised in all of 2008.
- The Centennial Campaign will soon be underway. Next month Centennial banners will be placed around campus.
- Spring football game set for April 18.
- Ground breaking for The Century Park (new residence hall) is scheduled for March 27.
- We now have 10 National Merit Finalists committed to enroll giving us the largest number in our history for freshman enrollment.

Dr. Lyman's Report

- Budget cuts have been completed from the current year.

- The current hiring freeze is for 40 faculty positions and 120 staff positions saving \$5 million.
- A retirement incentive plan will be offered; after 45 days, retired faculty may return to teach as much as half-time.
- Outlined several other measures possible for use in budget reduction and he ended his comments by stating he does not expect our situation to get better anytime soon.

President Oshrin introduced the Faculty Senate Forum speaker, Dr. Virginia Crawford, director of the Health Services Center. Dr. Crawford encourages everyone to take advantage of Healthy Living Mississippi, a plan offered by the state for preventative health care. The Health Services Center offers many of the services designed in the plan.

Faculty Senate Report for April

Dr. Saunders' Report

- Budget reductions can be expected from 5% to 10% for next year.
- Bids for parking garage are due April 28 and a hearing will be held.
- \$4.7 million bond has been requested for repairs and renovations on campus.
- \$1 million has been funded for initial planning for Cross Creek Campus. Dr. Saunders stated, "Only \$99 million to go."
- The week of May 20 Southern Miss will be the host of Conference USA baseball tournament.
- Southern Miss Police Department received full accreditation on March 21.
- Closing of 31st Street to traffic has received numerous comments and will be reviewed.

Dr. Lyman's Report

- Academic Planning Group has been ramped up due to pending budget reductions.
- A review of the faculty activities report is underway in an effort to capture data. Some faculty expressed concern about the process under the previous administration.
- Brett Kemker had been named Associate Provost and will focus on enrollment and student retention.
- Reorganizations for several university colleges have been approved by the IHL.

5.1.3 Academic Planning Group (APG) meetings

- APG is looking at all academic and non-academic departments for ways to reduce, merge, consolidate, etc.
- Each dean has been asked to classify programs in the respective college quartiles: no more than 25 percent of a college's programs could be placed in the top quartile of high quality/performance/potential programs; 50 percent of programs should fall in the mid-range of programs meeting expectations; and 25 percent of programs would be categorized as worthy of further scrutiny.
- The committee is looking at a lot of different factors in reviewing the programs (undergraduate and graduate).

5.1.4 Garage Sale & Green Initiative

The garage sale is set for Saturday, May 16 and a list is being passed around for members to volunteer. A location for the sale is to be determined. Larry Lee has asked that we partner with his office and Residence Life. His proposal is to have the sale in August and sell items left this semester back to students. The council members felt that incoming students bring with them everything they need for their dorms. They also think students all want new stuff, not second hand. Kathy Hayman suggested having the sale at the Barnes & Nobles loading dock. Kathy also stated that she had plenty of tables that could be used. The main purpose of the sale is a recycling effort to try and gather items that students will throw away when they leave the dorms. The Executive Committee has a meeting scheduled tomorrow with Larry Lee and Residence Life and council members will receive updates via email.

5.1.5 Recognition Luncheon – Tuesday, June 9

The luncheon is scheduled for Tuesday, June 9 at 11:30 a.m. in the Thad Cochran Center Room 218 and Dr. Saunders will be in attendance. Tina Griffin stated that we will still have our monthly meeting on June 2. Andrea Phillips asked if we could have our monthly meeting on the June 9, so that our Gulf Coast council members would not have to travel two different times. Everyone was in agreement for Tina to see if we could move our monthly meeting to June 9. She will contact Union Reservations and will notify the council via email of any changes.

5.2 Secretary's Report – Tina Griffin

No report.

5.3 Secretary-Elect's Report – Andrea Phillips

- 5.3.1 Election of New Staff Council Members for 2009/10
Election ballots have been mailed. Andrea needs to set up a meeting with the Election Committee to count ballots. She asked that council members encourage all staff employees to vote. There were not enough Interest Inquiry Surveys returned in the Technical or Skilled Craft/Service Maintenance categories, so a ballot with names of all staff employees within these categories was generated and mailed. President-elect Anderson stated that he had contacted Rusty Postlewater, director of Physical Plant concerning staff personnel from that area serving on Staff Council. Mr. Postlewater thinks Staff Council is very important and he encourages and supports his staff employees who are elected to serve.

6.0 Unfinished Business

7.0 Standing Committee Report

- 7.1 Constitution and Bylaws – Amy Byxbe
 - 7.1.1 Amy sent an email proposal to all council members on March 10. The proposal is an addendum to the Staff Scholarship Bylaws. The Staff Council Scholarship Committee proposed several changes to the application and process of the scholarship to the council at our March meeting and the proposal was approved. Therefore, the Constitution and Bylaws Committee needs approval for the addendum to be included in the Bylaws. The council voted on the proposed addendum and it was approved by the council.
- 7.2 Legislative Forum – Mike Giles
No report.
- 7.3 Salaries and Benefits – Dianne Coleman
 - 7.3.1 Action Item # 7 – Grant vs. university staff (time & pay)
The committee met and they felt that the Action Item request was answered in the Faculty/Staff Handbook. The handbook is online and available to all staff personnel. Tina Griffin asked if Dianne was going to forward the response to Amy Thornton to be posted on our web site. Dianne stated that she would.
- 7.4 Technology and Training – Amy Thornton
 - 7.4.1 Web Committee – no report.
Linda Dorsey, proxy for Amy Thornton, stated that Amy needs the new Staff Scholarship Application form, so she can download it to our Web site. Tina Griffin stated that Lou Ellen Williams is chair of the Scholarship Committee and Amy should contact her. Tina will also check with Twillia Morgan who served on the committee to see if we can get a form to Amy.

- 7.5 University Relations and Cultural Diversity – JJ Crawley
 - 7.5.1 Action Item #1 – Compressed Work Week

The committee is meeting today to work on a summary of the surveys that were received. Once the summary is complete JJ will present it to the council.
 - 7.5.2 Action Item #8 – Gulf Coast Staff – unlimited visitor passes

JJ contacted Lucy Bowens, interim manager for University Police. Lucy stated that staff decals for Gulf Coast employees are honored at the Hattiesburg campus. If you are a staff employee from the Gulf Coast you do not need a visitor pass. Cynthia Render-Leach stated that does not cover Stennis or GCRL staff employees. They do not have any sort of staff hang tag. Kay Bruening stated that they have stickers, not hang tags. Cynthia added that Stennis and GCRL employees do not purchase any type of USM parking decals, but do receive a sticker from their sites. Christy Bjork-Elias stated that JJ might want to check on the Jackson County staff employees. JJ replied by stating that she must have misread the action item and would contact Lucy Bowens again for some verification. Rusty Anderson asked JJ to ask Lucy if there is another parking option for Gulf Coast employees.
 - 7.5.2 Staff Council Service Award

JJ has nominations and was waiting on a vote from a committee member. They will take care of that vote after the meeting today and then they will have a recipient.
- 8.0 Liaison to University Committee Reports
 - 8.1 Department of Parking Management – April Jordan

No report.
 - 8.2 Fundraising – Twillia Morgan

No report.
 - 8.3 IT Advisory Board – John Hayman

No report.
 - 8.4 Wellness Program – Heather Brown

No report.
- 9.0 New Business
 - 9.1 New Issues and Concerns

No new issues and concerns at this time.
- 10.0 Announcements

President-elect Anderson reminded everyone about the Executive Committee Meeting with Chairs on Wednesday, April 22 at 8:30 a.m. in McLemore Hall Room 125 and the next Staff Council meeting will be Tuesday, May 5 in the Thad Cochran Center Room 216 at 9:30 a.m.
- 11.0 Adjournment

Motion was made by Amy Byxbe to adjourn meeting; it was seconded by Shannon Davis.