

The University of Southern Mississippi
Staff Council Minutes
Tuesday, November 3, 2009
TCC 218 – 9:30 a.m.

Preceding the November meeting, Chief Financial Officer Joe Morgan and Vice President for Student Affairs Dr. Joe Paul provided detailed information regarding parking space and parking garage construction on the Hattiesburg Campus. The University Master Plan (approved shortly after Dr. Saunders' arrival at Southern Miss) includes many changes that impact parking. Temporary parking lots were opened at Hillcrest and Loyalty Field to offset some of the 572 spaces lost due to new dorm construction. Due to the temporary openings, only 30 spaces have been lost. However, with future building construction on the west side of campus, a total of over 1,000 spaces will be permanently lost in the next five years. The Master Plan calls for the addition of two parking garages. The first, a 1,200-space garage, will be constructed over an area that is currently 300 parking spaces in the lot north of Bond Hall. This garage will provide an immediate relief by next fall. A consultant has been engaged to address traffic flow issues and parking placement. The increase in parking decal prices will be mitigated by payroll deduction over a nine-month period. Also, the cafeteria plan will be utilized enabling the deduction to be taken pre-tax. The cost of the parking decal in fall of 2010 will be \$135 for employees making over \$24,000 per year and \$81 for employees making less than \$24,000 per year. This will result in a net cost of \$11-11.50 per month and \$6.50 per month respectively.

Southern Miss has only one-fourth of the landmass of Mississippi State and only a little over one-half the landmass of Ole Miss. The only option for us to expand is to go up. The Parking Traffic Flow Task Force appointed by President Saunders will serve to evaluate zoning of parking, including the zoning of the new garage. Chris McGee is Staff Council's representative on that committee.

Information provided in response to questions from the Council and guests included that the second parking garage should be constructed within the next 10 years on the east side of campus by the Human Performance and Recreation building. The area between Bond Hall and Scott Hall will eventually become a pedestrian mall, so those spaces will be lost as well. Dr. Paul pointed out that increased expenses and lack of pay raises are the same type of issues students face, especially considering the fact that budget cuts may result in tuition increases of as much as 20%. The increased expense for faculty and staff resulted in the mitigating factors such as pre-tax payroll deductions and the split rates. An opportunity for one-time payment will be available for those who do not wish to have their decal payroll deducted. Dr. Paul clarified that the cost to park in the garage will not be in addition to the decal charge and that the parking decal charge increase will not impact coast campuses. A question was posed regarding the portion of state income taxes that go towards maintenance and construction of public property and by what authority is the university able to levy taxes? The response was that the cost of a parking decal is not a tax, but a user fee. The state will not fund a parking garage on any college campus; in fact, various projects are completed without state funding. All possible revenue-generating activities that the garage may provide have not yet been explored, including athletic events. They will be addressed in the near future. Dr. Paul stated a shuttle system to reduce traffic on campus is a possibility. It was noted that the premium lots on campus are rarely full. Dr. Paul explained that you can not overfill a parking lot when people are paying \$400 for a guaranteed parking spot;

they could arrive and find all the spaces filled. Mr. Morgan stated that new building construction with parking located on the first floor is being considered as part of the Master Plan. Any time a building is considered for construction, plans for parking are reviewed as well.

- 1.0 Call to Order – Rusty Anderson, president
Called to order at 10:03 a.m.
- 2.0 Adoption of Agenda – Changes were made to the agenda including additions of new business and announcements. Teresa Loveless Allen moved to adopt the agenda with changes and Christy Bjork-Elias seconded the motion. The agenda was approved by council members.
- 3.0 Call for Proxies – Brad Ward for Valerie Craig
Kay Bruening for Verlee Breland
George Bennett for Kathy Hayman

Members present were Teresa Loveless Allen, Rusty Anderson, Amanda Belsom, Christy Bjork-Elias, Ruth Brooks, Heather Brown, Kay Bruening, Amy Byxbe, Candie Carter, Michael Chancellor, Dianne Coleman, Ida Coleman, James Daniel, Shannon Davis, Linda Dorsey, Tommy Dye, Mike Giles, Jami King, Tim Laird, Larry Lee, Bridgett May, Chris McGee, Dorothy Mobley, Twillia Morgan, Bobbie Payton, Andrea Phillips, Melissa Ravencraft, Cynthia Render-Leach, Susan Scott, Michelle Templeton, Corrie Thompson, Brad Ward, Patience Wise, and April Woodall.

Auxiliary Member Danny Maalouf was present. Parliamentarian Pam Posey was present.

Tommy Dye was absent without proxy.

- 4.0 Approval of Minutes
 - 4.1. Andrea thanked Rusty Anderson, Heather Brown, Kay Bruening and Dianne Coleman for corrections. Motion was made by Amy Byxbe to accept the October minutes. Second was made by Shannon Davis. Minutes were approved.
- 5.0 Officer's Reports
 - 5.1 President's Report – Rusty Anderson
 - 5.1.1 Cabinet Meeting
 - The University Club was announced and promoted.
 - A retention update was given by Dr. Brett Kemker. The Coast campus has seen a significant increase in managing retention of students in addition to growth in enrollment.
 - The Early Alert System is working well. Plans are being made to extend this program to include student self-reporting and parent reporting.
 - Funds for new contracts with third parties are being developed. In the contracts, scholarships are being built in with 12 in use currently. They call students who are not enrolled for the semester.

- Dr. Saunders thanked everyone for their hard work, but stated that with budget reductions, we need to stay focused on retaining students once they start at Southern Miss.

5.1.2 Space Allocation & Utilization Committee

- The Committee met once to provide updates on space assessments. There will be a record of every office space and a tracking method will be developed so that a strategic process can be followed for obtaining needed space.

5.2 President-Elect's Report – Dianne Coleman

5.2.1 IHL Report

- The Board heard plans to cut back on the cost of textbooks, increase energy efficiency on campus, and create system-wide purchasing agreements for things like computer software and hardware.
- IHL approved lease of the Ogletree House to the Alumni Association. The terms of the lease are \$1,000 per year in addition to the \$3,200,000 already spent by alumni. The \$1,000 per year will be for three periods of twenty-five years each beginning on November 1, 2009 and ending June 30, 2034.
- IHL approved Southern Miss' request to rename the Advanced Education Center located at the Gulf Park Campus the Horace W. Flemming, Jr. Education Center.
- IHL approved an award of contract to Hanco Corporation for the post office build out in the Cochran Center.

5.2.2 Faculty Senate Report

- A series of questions was presented to President Saunders and Provost Lyman in advance of the meeting. They focused on budget cuts and the new Responsibility-Centered Management Budget.
- The questions and answers should be posted to the Faculty Senate website upon approval of their October minutes.
- Provost Lyman stated that the intention is to use APG suggested cuts for FY2011 and they have not determined cuts for FY2012.
- President Saunders has charged the University Directions Committee with coming up with a "philosophy" of university direction and planning.
- They are looking at how budget flows relate to the mission of the university. We are unique in our diversity as we represent our state more than any other university and are the only large university south of I-20.
- Bill Scarborough was acknowledged as a "Scholar and Author, Teacher, Faculty Senator, and Parking Guru Extraordinaire."

5.2.3 University Club Planning Committee

- Two open houses were held in October.
- Feedback from the first open house was used to make adjustments before the second. A survey was used to see what people expect when they go to the club, what is an acceptable fee, etc. Choices

for membership fees included an annual fee of \$180 with hot hors d'oeuvres being available or a \$25 annual membership fee and a \$5 cover charge at the door each time a member attends. The latter option would include chips, dips, and pretzels.

- Members would be allowed to bring a guest for a fee of \$5 per guest per time under either option.
- In honor of the 100th birthday of Southern Miss, there will be an opportunity for first come first bought 100 Charter Club Memberships for \$100 each from now until Founder's Day on March 31, 2010.

5.3 Secretary's Report – Andrea Phillips

- No report

5.4 Secretary-Elect's Report – Heather Brown

- No report

6.0 Unfinished Business

6.1 Food Pantry: Rusty thanked everyone for their contributions. Corner Market donated two turkeys. If you forgot your contributions, please bring them to McLemore Hall, room 125.

6.2 Fire Family: If you would still like to donate, please give your donation to Heather Brown. Donations can also be brought to the December meeting. Rusty is checking on possible corporate matches from Target and Wal-Mart. Council members are encouraged to ask constituents to donate as well.

6.3 Unresolved Issues or Concerns: There were none at this time.

7.0 Standing Committee Reports.

7.1 Constitution and Bylaws – Amy Byxbe

- No report

7.2 Legislative Committee – Mike Giles

- A Legislative Forum will be held December 8th at 3pm.
- A letter is being signed by Faculty Senate inviting different legislators. The focus of the questions will be on budget cuts.
- If you have a question, please give it to Mike or Heather. Some topics have already been suggested in the letter. Coast legislators are also invited.

7.3 Salaries and Benefits – Corrie Thompson

- No report

7.4 Technology and Training – Valerie Craig / Melissa Ravencraft

- No report

7.5 University Relations and Cultural Diversity – Tim Laird

- No report
- Action Item #3: Were parking fines designated towards a parking garage? Rusty Anderson held a telephone conversation with Dr.

Eddie Holloway on November 2. The following information was disclosed concerning the designation of parking fines. Parking fines have been used throughout the years for parking maintenance and improvements. In addition to the parking fines, some of the profits previously from campus vending machines were also used for this purpose. The funds were used for projects such as paving, painting, and maintenance of signs and current parking facilities. No documentation could be found related to the designation of parking fees towards a parking garage. In his distinguished career at Southern Miss, Dr. Holloway could not recall any discussions on this topic before the recent changes in parking permit costs.

- 7.6 Scholarship Committee – Amanda Belsom
 - No report

- 8.0 Liaison to University Committee Reports
 - 8.1 Department of Parking Management – Chris McGee
 - No report
 - 8.2 Fundraising – April Woodall
 - 8.2.1 Fundraising ideas
 - After discussion, it was suggested that fundraising for the Hattiesburg campus would be changed to a Spring activity.
 - April Woodall moved to change the Hattiesburg campus fundraising to the Spring semester. The motion was seconded by Melissa Ravencraft. Motion carried.
 - The Coast campus Staff Council representatives will be organizing a fundraiser with Quiznos for that campus in the fall semester.
 - 8.3 IT Advisory Board – Valerie Craig
 - No report
 - 8.4 Web Committee – Melissa Ravencraft
 - No report
 - 8.5 Wellness Program – Heather Brown
 - No report
 - 8.6 Communications Council – Susan Scott
 - The university is undergoing a new Branding Identity process.
 - Susan will email the pdf to the Council list serv.
 - 8.7 Emergency Management Grant – Jami King
 - No report

- 9.0 New Business
 - 9.1 There are no new concerns at this time.
 - 9.2 Staff Council has been asked to designate a representative for a proposed committee: University Priorities Committee. The committee’s formation is contingent upon approval by Faculty Senate. This committee will be replacing the Academic Planning Group. They will be responsible for evaluating every program on campus and making recommendations for overall budget adjustments. Separate subcommittees will be formed for academic and non-academic areas. The two subcommittees will meet monthly for updates on progress. Ideally, the

Council's representative should be from an academic unit or an academic support service whose budget line originates from the Provost. The Provost will select two co-chairs for the committee. Mike Giles moved that the Council support the recommendation from the Faculty Senate if the committee is approved by the Senate. Linda Dorsey seconded the motion and the motion carried. After discussion, Teresa Loveless Allen moved that Dianne Coleman be the Staff Council Representative on the committee. Motion was seconded by Shannon Davis and motion carried.

- 9.3 Lt. Governor's Health Challenge: This is an exercise and nutrition challenge. Staff Council may want to form a group to go along with Dr. Saunders' Healthy Bodies, Healthy Minds initiative. After some discussion, James Daniel moved to table the vote until the December meeting so everyone has time to review the program. Motion was seconded by Melissa Ravencraft. Motion carried.

10.0 Announcements

- 10.1 Next Staff Council Executive Committee Meeting with Chairs – Tuesday, November 17 in McLemore Hall room 125 at 8:30 a.m.
- 10.2 Next New Staff Orientation session – Thursday, November 19 in McLemore Hall room 125 at 9:00 a.m.
- 10.3 Next Staff Council Meeting – Tuesday, December 1 at TCC 216 at 9:30 a.m. Holiday Open House at 2:00 p.m. in the Student Activities Hub.
- 10.4 Rusty read a thank you card from Cheryl Burnette, who received the Staff Council Scholarship for the Fall.
- 10.5 Staff Council's mailbox was changed to a smaller box, reducing the yearly cost by \$100 per year.
- 10.6 Nominations for Staff Excellence must be made by November 13. Forms are available on the Human Resources web site.

11.0 Adjournment

A motion was made by April Woodall to adjourn the meeting; it was seconded by Ida Coleman. Motion carried.