

***** PROPOSED MINUTES *****

THE UNIVERSITY OF SOUTHERN MISSISSIPPI

Proposed Staff Council Minutes

April 6, 1999

Speaker:

Dr. Bud Ginn, Vice President for Administrative Affairs, gave a summary of legislative action for the year to the Council. Dr. Ginn is responsible for tracking all bills that deal with universities, especially USM. They started out with 491 bills. Following are some highlights:

*There will be a 7.5% pool for raises in all positions. We have not received the guidelines from the IHL Board on how to distribute this to employees.

*Received \$700,000 increase for the general operation fund for the entire campus.

*The issue of employees being paid bi-monthly was delayed.

*National Guard members (students) are to be treated as military and will be exempt from out of state tuition.

*Retirement bill changes will give 4% more gross pay at retirement. This means you will get approximately 50% of your pay after 25 years of service. Dr. Ginn has a copy of this bill in his office for you to view. Call Linda McFall if you are near retirement and want to know when this will be effective.

*USM got \$16 million for renovation/repair. \$500,000 to preplan the student life center; \$6 million renovation to Polymer Institute; \$4 million repair/renovation of Hattiesburg campus; \$500,000 for repair/renovation at GCRL; \$3 million to finish the Gulf Park Library; and \$1.5 million (\$2.5 million federal match) to provide the hydrography (ocean mapping) certification at Stennis, which will be the only place in America to get certification. This will bring to Stennis approximately 30 employees with \$100,000 plus salaries

with an opportunity to increase that number as well as help the economy.

*Financial Aid was increased to cover the MTAG so they do not run short again this year.

*Advanced Technology Center which is a training center for industry recruitment will be located at Jones County Industrial Park and Forrest County Industrial Park. USM will be a facilitator for advanced training.

*The personal/sick leave remains as it is now. The bill will probably be brought up again next year in order to remove the first day of sick leave as personal leave.

*Gaming bill was voted down.

1.0 Call to Order

President-Elect Thomas called the meeting to order at 9:35 a.m.

The following members were present: Victoria Adams, Wes Barrett, Linda Bass, Terry Bethea, Patricia Brewer, Kalin Butirich, Ruth Chapman, Tommy Dye, Mary Ann Griffin, Kim Henson, Marsha Hinton, Becky Holder, Susan King, Virginia Kittrell, Regina Knight, James Mackabee, Phil McCready, Larry McMickle, Larry Posey, Pam Posey, Joyce Sanders, Ray Scott, Sam Thomas, Dick Vogel, and Ruby Waits.

The following members were represented by proxy: Carolyn Cawthon by Tracy Townsend, Debby Hill by Sam Thomas, Patricia Linton by Pam Posey, and Nelda Moree by Mary Sumrall.

The following members were absent without representation: Janeal McKee, Cheryl Mowdy and Carole White.

2.0 Adoption of the Agenda

Agenda was approved as printed.

3.0 Call for Proxies

4.0 Approval of the Minutes

Minutes were approved with minor changes.

5.0 Officers= Reports

5.1 President=s Report

President Hill submitted a written report on her March Activities/Meetings.

*March 15 – Cabinet. Dr. Henry gave an update on the Strategic Planning Committee's progress. Dr. Williams said that we are carefully looking at the procedures to select the 150 students for the first freshmen class at USM–Gulf Coast. They are targeting non-traditional students as originally proposed. Robert Sanders announced the new president of the SGA is Verdell Hawkins, and the installation ceremony would be held on March 17. The SGA is working on a proposal to add more courtesy phones in high-traffic locations throughout the campus. Jesse Palmer submitted the Environmental Committee's proposal for the University to hire a landscape architect. Dr. Paul stated that they are looking into housing and food increases next year for students. Dr. McGowan said that departments can expect an increase in phone rates with the new phone features. Dr. Fleming commended those staff members who have worked overtime to get the PeopleSoft payroll system in place for the April 1 "go live" date.

*March 16 – Strategic Planning Committee. We discussed the "Preliminary Version" of the Strategic Plan and its dissemination to USM employees. The plan was unanimously endorsed by the committee. The committee agreed that to provide for maximum input throughout the campus, a copy should be mailed to each USM employee. Copies should be mailed by March 31 with feedback to the committee through departmental and vice presidential areas by April 16. (If you do not receive a copy, please let Debby Hill or Janeal McKee on the staff council know as soon as possible.)

*March 17 – IHL Meeting in Jackson. Most of the meetings were delayed until Thursday (18th) due to court hearings in Oxford regarding the injunction against USM–Gulf Coast expansion.

*March 19 – Special called Staff Council meeting to discuss the review of the personnel system. The members present discussed a survey which would be mailed to USM employees to determine the features of an ideal personnel system.

*March 19 – Child Care Committee. I listened to a presentation of the data received from a child care survey at USM from about 3–4 years ago. The committee is discussing a facility expansion, extended child care hours, flexible child care hours, sick child care, and a grant for additional funding. Tracy Townsend has been appointed as the Staff Council representative on this university committee.

*March 22 – Cabinet. Dr. Fleming introduced Lance Brown, an undergraduate Honors College student who just received the Truman Scholar Award. Bud Kirkpatrick announced the dates for the town meetings for a follow-up report of the Commission Report. Various Cabinet members will be traveling in April to McComb, Natchez, Meridian, Memphis, Tupelo, Jackson, Hattiesburg, and the Gulf Coast to meet with alumni for discussion of the Commission Report and the "Preliminary Version" of the Strategic Plan. Dr. Gilbert stated that candidates for the Director of Financial Affairs will be on campus soon. Dr. Gilbert also stated that Joan Glover, Bookstore Manager, has announced her retirement. Dr. Williams discussed the application progress for the Gulf Coast. They have seen a dramatic increase in applications returned over the last week. I gave an update on the election progress for this year and thanked the administration for their support of staff involvement.

*March 29 – Cabinet. Dr. Fleming stated that the court ruled against USM–Gulf Coast's expansion. Our plans now are to proceed to develop admission procedures which would meet the standards set by the judge. Dr. Henry said that the Strategic Plan would be mailed out to all USM employees by April 1. Dr. Gilbert explained the Board's decision regarding E&G scholarship caps to athletics. The Board's ruling had very little impact on USM because we are already funding some scholarships through fee waivers. Unfortunately, the new ruling does not help USM to establish new athletic programs/scholarships for women which would help with Title 9 compliance. Rick Villareal announced the Eagle Fest for April 10 and that the USM women's softball team is ranked number 19 in the nation. Bud Kirkpatrick announced the spring convocation set for

April 8 at 3:30 and the dedication of the Aubrey K. Lucas Administration Building on April 22 at 2:30.

*March 29 – Georgia Merit System. The Salaries and Benefits Committee heard a presentation by the Georgia Merit System. This merit-based system was one of the systems that has been discussed earlier. Dr. Gilbert requested for their experts to come and share their ideas.

President-Elect Thomas called attention to the Strategic Plan document distributed. He requested it be completed and returned to Box 10027 by Friday, April 16. Comments will be confidential.

5.2 President-Elect's Report– Sam Thomas

April 5 Expanded Cabinet Meeting

The following items were discussed:

*Rebid is going in for the plaza in front of the union.

*The student ID card for the Commons is not Y2k compliant and will no longer be used. Diebold has a card system that has been approved. Not decided if it will be one card or more.

*Discussed Dr. Fleming going to the town meetings.

5.3 Assignment of Action Items – None

6.0 Old Business

6.1 Personnel System

Georgia Merit System. We were going to do a survey, but this has been delayed. Debby Hill will talk with a management professor and will get this out to us soon.

6.3 Staff Memorial Scholarship Fund Survey

We only had four surveys returned. The Council voted and returned the survey before leaving today. It would take \$100,000 for one scholarship to be funded.

7.0 Committee Reports

7.1 Constitution & Bylaws –Carolyn Cawthon – No report

7.2 Legislature – Patricia Brewer

The committee sent out invitations to 26 state legislators. A flyer has been distributed for a meeting to be held Friday, May 7, 10:00 – 12:00 in the Hall of Honors Student Union. All staff, faculty, and students are invited to attend and talk with your legislators. Be sure to notify your co-workers about this meeting.

7.3 Salaries & Benefits – Becky Holder

#44 Bi-monthly Paycheck – This did not pass in the legislature.

#45 & #48 Payne Center Membership – They are still looking into the employee benefits.

7.4 University Relations and Cultural Diversity – Tracy Townsend – Item #33 – Employee Appreciation Day. The Employee Appreciation Day Committee met March 9 to finalize Employee Appreciation Day that is scheduled for May 21, 1999. At the meeting, action item #33 was mentioned and it was decided that The University would order 200 more shirts than last year and shirts would go out on a first come, first served basis. This would allow anyone that is USM employed, the opportunity to receive a shirt.

T-shirt and bands will be given out in Forrest County Hall on May 18 and 19 from 9:00 – 4:00. We need 2 people for each hour each day. If you would like to help in this process, please call me at 4641.

7.5 Technology & Training – Marsha Hinton – No report

7.6 Other Committee Reports

*Election Committee – Linda Bass

A few members of the Staff Council stayed after the meeting to help with the labels for ballots could go in the mail today.

*Parking Appeals – Linda Bass – No report

*Parking Task Force – Regina Knight

*The bid on the Plaza was double the original plan, so rebids are going out.

*PeopleSoft had impact on security traffic fines. At the end of May, all fines will be taken out of Security and will go on your account in the Business Office.

*Car decals are good until August 15. They are looking at a new decal for next year. It will continue to be paid by payroll deduction. During Spring Break and first week of school, you still need to park in the proper area if you have a decal. Visitors and students without decals will have a grace period during these two weeks. All USM vehicles are to follow the same rules. Probably there will be spaces marked off for USM vehicles.

*Currently, if you get three unpaid tickets, your car will be booted. Effective August 16, if you have three tickets, your car will be towed and every time you have a ticket thereafter.

*Upward Feedback – Pam Posey – No report

8.0 New Business

8.1 Staff Council Award

Due to the late arrival of Staff Council packets, nominations are to be sent to Debby Hill ASAP. The nominees will be in your packet next month and the Council will vote in May.

9.0 Announcements

*The Staff Council on June 1 will meet at President Fleming's home for a luncheon.

*Staff Appreciation Day is Friday, May 21, 3:30 – 7:30 p.m. at M.M. Roberts Stadium.

10.0 Adjournment

Meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Susan King, Recording Secretary

4/10/99 sk