

\*\*\*\*\* PROPOSED MINUTES \*\*\*\*\*

THE UNIVERSITY OF SOUTHERN MISSISSIPPI

Proposed Staff Council Minutes

January 5, 1999

Speaker:

Dr. Lynda Gilbert, Vice President for Business & Finance, was the guest speaker. She spoke on three issues:

(1) Parking – We have contracted with a Georgia company to do an overall survey looking at space and potential for a parking garage.

\*The billing for parking fines will be moved to the Bursar so the students can be directly billed.

\*The university is looking into establishing a Parking Department to assign space, manage and build parking areas. President Hill requested a representative to be on the committee if one is established.

(2) Human Resource System – We are a business and we should be customer driven. Our current system is old. Since we are free to come up with our own Human Resource System, we need to develop the best we can for our employees. Barbara Bolton has been assigned the task of contacting corporations such as 3M, Hewlett Packard, Microsoft, GE and Disney to see what they do to motivate and reward employees for productivity and innovation. The Human Resource area is contacting other universities concerning their system – looking at the compensation, classification and evaluation processes. We are entering a phase where we will become more competitive with other universities to survive, especially since distance education has come on the scene. We do have an advantage because we are in the growing part of the state. To remain viable, we must manage our human resources.

\*If you have any feedback, please contact Dr. Gilbert.

(3) Privatization (out sourcing) – This is not a factor for us now since all is running well. Privatization takes away from the culture of the university. I am not aware of any plans to change at this time. If we continue to do a good job at what we are doing, there is no need to privatize.

## Agenda Highlights

- \* Assignment of Action Items
- \* Cultural Diversity
- \* Stennis Space Center Representative

### 1.0 Call to Order

President Hill called the meeting to order at 10:40 a.m.

The following members were present: Linda Bass, Patricia Brewer, Ruth Chapman, Mary Ann Griffin, Kim Henson, Debby Hill, Becky Holder, Susan King, Virginia Kittrell, Patricia Linton, James Mackabee, Phil McCready, Janeal McKee, Larry McMickle, Nelda Moree, Cheryl Mowdy, Pam Posey, Joyce Sanders, Ray Scott, Sam Thomas, Tracy Townsend, Ruby Waits, and Carole White.

The following members were represented by proxy: Terry Bethea by Linda Bass, Carol Boleware by Becky Holder, Carolyn Cawthon by Debby Hill, Tommy Dye by Joyce Sanders, and Regina Knight by Sam Thomas.

Victoria Adams, Wes Barrett, Nelda Moree, and Larry Posey were not present nor represented by proxy.

### 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 as printed. Ray Scott made the motion, seconded by Phil McCready. Passed

## 5.0 Officers= Reports

### 5.1 President=s Report

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

\*December 4 – Strategic Planning Committee (organizational meeting). We received the area reports from throughout the University and our committee assignments Janeal Mckee and I will be representing the Staff Council and will report information as it becomes available.

\*December 14 – Facilities meeting. Specific Cabinet members met to discuss priorities in facilities. The IHL is requesting USM=s priorities in facilities construction and renovations for the next few years with funding expectations. Some of the future construction/renovation areas next on the list include the renovation of J.B. George Hurst Building, M.M. Roberts Stadium, Fairchild Fieldhouse and construction of student plaza.

\*January 4 – Expanded Cabinet. Fleming announced that the Board will have its January meeting at USM. Some of USM=s items for discussion are (1) the programs at USM Gulf Coast, (2) the renaming of Department of Polymer Science to Polymer Science and Engineering, (3) reconstruction of Fairchild Fieldhouse. (4) Dr. Gilbert stated that bids will be out this month on the residence halls. Dr. Fleming stated that plans are underway for relocating personnel in College Hall. (5) John McGowan said that crews worked through holiday break to fix the telephone switch. If you are still experiencing problems, please contact them so they can determine exactly where the problems are located. (6) Bill Pace announced that the Foundation has purchased the property across from the Peck House which belong to Frank Montague. (7) Dennis Webster stated that the satellite truck will be here at the end of April. (8) Dr. Paul stated that the Calendar Committee with Dr. Fleming=s approval has decided to recognize Memorial Day as a staff holiday beginning this year. Summer school 1999 will begin on Tuesday, June 1. There are no other changes in the holiday calendar.

5.2 President-Elect's Report- Sam Thomas - No report

5.3 Assignment of Action Items - Sam Thomas

Assignments were as follows:

Salaries and Benefits Committee

#42 Workman's Comp doesn't become effective until after five days of personal leave is taken. Although this is a state law, the committee will look into it for explanation.

6.0 Old Business

6.1 Cultural Diversity

\*Dr. Ginn is in charge of affirmative action and suggested that we either have a sub committee formed on the Council or rename a committee and add that part to it for awareness of this issue. The executive board suggested that we change the name of the University Relations Committee to include Cultural Diversity.

\*Dr. Ginn requested three representatives to serve on the university-wide cultural committee. The following agreed to serve on this committee: Linda Bass, Mary Ann Griffin, and Janeal McKee.

7.0 Committee Reports

7.1 Constitution & Bylaws -Joyce Sanders

A proposed constitution change to be voted on next month was distributed by Joyce Sanders. This change concerns a representative for Stennis Space Center. There is not a representative on the Council specifically from the Stennis Space Center as it is for the Gulf Coast or GCRL. Currently the employees are counted in the area of the Vice Presidents they fall under through Hattiesburg or GCRL.

\*Colleen Butterich from the Stennis Space Center will serve as a non-voting member until this is resolved. We will not elect until

next voting time. Note: Their names will be removed from Hattiesburg ballot if this passes the council.

## 7.2 Legislature – Patricia Brewer.

Patricia sent out invitations to 24 legislators and one was able to attend the Christmas function.

## 7.3 Salaries & Benefits – Becky Holder– No report

## 7.4 University Relations – Tracy Townsend – No report

## 7.5 Other Committee Reports

\*Parking Appeals – Linda Bass – No report

\*Parking Task Force – Regina Knight – No report

\*Technology & Training – Carol Boleware – No report

\*Upward Feedback – Pam Posey

The Upward Feedback Committee made the motion to accept the recommendations made by Dr. Jeff Kudisch during the December 1, 1998, Staff Council regular meeting regarding the Upward Feedback Discovery Phase results and unanimously supports going forward to the President and Cabinet with these recommendations.

Second by Linda Bass. Passed

It is to be placed on the Cabinet calendar soon.

## 8.0 New Business

### 8.1 Nominations for Election Committee

The following were nominated for the Election Committee:

Linda Bass, Ruth Chapman, Tommy Dye, Kim Henson, Pam Posey, Ruby Waits, and Carole White.

### 8.2 Faculty Senate Proposals

\*Health Insurance Management Board. The Faculty Senate is submitting a proposal for elected representation on the Advisory committee for the State and Public School Employees Health Insurance Management Board. They recommend that staff have a representative as well. The Council did not object.

\*Salary Appeals. The Faculty Senate is discussing a resolution about enhancing their salary appeal process. Since the Faculty Senate knew we (the staff) did not have a formal appeals process, they recommended that a formal appeals process be established for the staff. The Council did not object.

## 9.0 Announcements

\*President Hill expressed her thanks to those that helped with the Christmas party: Virginia Kittrell, Regina Knight, Patricia Brewer, Becky Holder, Susan King, and Patricia Linton. One hundred seventy-three people signed the register. Door prize went to Joe Berthume.

\*President Hill read a letter of resignation from Linda Davis effective January 5, 1999.

## 10.0 Adjournment

Meeting was adjourned at 11:20 a.m.  
Debby Hill, President  
Susan King, Recording Secretary  
2/4/99 sk

## ADVANCEMENT SUMMIT DATES

Science/Technology January 15  
TEC 106 2:00  
Liberal Arts January 20  
Stout Hall Rm. A 2:00  
Educ/Psychology January 22  
OMH 105 2:00  
Nursing January 25

Harkins Hall 119 1:30  
Health & Human Sciences January 26  
Fritzche-Gibbs 114 3:00  
International/Cont. Ed. January 28  
TEC 106 3:00  
College of the Arts January 29  
Marsh Aud. 2:00  
College of Bus. Admin. February 3  
JGH 116 3:30  
\*Summit meetings should last about an hour.

**ALL STAFF ARE ENCOURAGED TO ATTEND A SESSION.**