

Present:

Anne Scott Barrett, Ev Barrett, Blake Bostick, Jeremy Cook, Gazel Giles, Kelly Houston, Mohamed Ali Ibrahim, Anne Klingen, JeLisa McGee, Joanne Mitchell, Aretha Nabors, Danielle Noonan, Sheila Padgett, Johnny Price, Steven Ridout, Jason Shirkey, Pam Smith, Precious Thompson, Jacqueline Vinson

Absent:

Bradley Baker, Premalatha Balachandran, Jessica Coker, Kelli Coleman, James Corner, Erica Covington, Kevin Cozart, Christy Isom, LeTosha James, Natcha Knight-Evans, Robert Metzger, Ryan Miller, Michael Moseley, EJ Presley, Erin Ridout, Cindy Rimoldi, Deetra Wiley

I. Call to Order

The February Staff Council meeting was called to order by Johnny Price at 10:35 AM, February 8, 2018.

II. Attendance (sign in sheet)

III. Approval of Minutes – January

- The minutes are sent out via email, and any comments/questions/or changes should be emailed to Ev Barrett (ebarrett@olemiss.edu).
- Motion to approve by Mohammed Ali Ibrahim.
- Seconded by Precious Thompson.
- The January Minutes were approved.

IV. Approval of Treasurer’s Report – January

- The Treasurer’s Report is sent out via email, and any comments/questions/or changes should be emailed to Je’Lisa McGee (hairston@olemiss.edu).
- Motion to approve by Blake Bostick.
- Seconded by Jackie Vinson.
- Anne Klingen made a motion to revise the wording of the December Staff Council meeting to delete “to discuss daycare.”
- The January Treasurer’s Report as amended was approved.

V. Staff Member of the Month for February

- Staff members submit nominations through UM Today announcements and the Staff Council website.
- The nominations included for February are listed on page 4.
- The Staff Council members voted electronically on the nominees. Kelly Houston announced that the Staff Member for the Month for February is Drew Windham, Senior Project Administrator, Outreach.

VI. Reports of Committees

1. Staff Member Recognition committee report (see pages 5 – 7)

- The committee requests permission to develop a work request for IT to develop some way to retrieve that data from the SAP/CM system.
- The committee would like to start the Red and Blue Celebration this spring. It will be open to any staff members who plan to participate in the May 2018 graduation.

- Johnny would like for us to also recognize these staff members at the Staff Appreciation Awards Ceremony. The committee will work with Johnny on this.
 - The members discussed whether any other group use Red and Blue cords at graduation. The Executive Council will check with Public Events at the meeting next week. The committee could also work with the Registrar's Office and the Office of Inclusion.
2. Bylaws committee report (see page 8)
- The council members discussed the proposed bylaw changes to fill vacant officer positions.
 - The bylaws committee will meet again to add the changes discussed.
 - The changes will be voted on at the next business meeting.
 - The role of the Elections Committee was also discussed and will meet soon to begin the member election process.
3. Recreational Facilities UM Standing committee
- Jason Sharkey, Precious Thompson– new recreation facility will open Spring 2019;
 - Facilities Planning is hoping to get funding for a golfcart/walking bridge over highway 6.
4. Building and Grounds – Jeremy Cook
- STEM building – still working on utilities; the bid process is still being discussed;
 - BMH building – offices may start moving in by May or June.
5. Student Affairs UM Standing Committee – Mohammed Ali Ibrahim
- Guest Speaker: Dr. Mindy Sutton Noss, Assistant Vice Chancellor and Dean of Students; her areas of supervision include:
 - a) Conflict Resolution and Student Conduct
 - b) Fraternal Leadership and Learning
 - c) Leadership and Advocacy
 - d) Ole Miss Union
 - The following issues were discussed:
 - Chief of UPD – search is going on now; final list should be ready by 23rd of February and should have new chief by first week of April.
 - Union – ballroom may be open by 3/1; expansion should be completed by Spring 2019
 - The policy of the university regarding the 2nd alcohol misconduct in the same academic year will lead to student suspension.
 - Office of Fraternal Leadership and Learning – currently looking for a new director; this office is dealing with 40% of the total students (7,500), is doing annual assessment for Fraternity students. Office has 4 coordinators and 4 GA's but according to the new recommendations, each 800 students need one staff to serve them, so this office is supposed to have additional 9 staff members.
 - There are over 350 registered student organizations on campus.
 - Dance marathon on February 24th (dance continuously for ~ 6 hrs) to raise money for a hospital.
 - Behaviors of students of concern are discussed weekly within the office to avoid serious problems and the common action by the office is mandated assessment, while the uncommon one is the voluntarily withdrawn.
 - Finally, there is an 26% increase (272 cases) of reported incidents of assault, alcohol, and suicide compared to the previous fall.

VII. Unfinished Business – none

VIII. New Business

- Kelly Houston announced that the Office of Provost has started the Career Life Connector program to help staff with work/life integration.
- Kelly asked if the Executive Council could consider a response to HB 1083. Johnny asked for members to send any suggestions to him by email. UPD and Faculty senate resolutions are in the works.
- Johnny noted that this was the final meeting for these members whose term ends 2/28: Kelli Coleman, Kelly Houston, Joanne Mitchell, Michael Mosely, EJ Presley, Cindy Rimoldi, Pam Smith, and Bradley Baker (his position on Staff Council is a one year term). Each Staff Council member will receive a certificate of appreciation for their years of service.

IX. Concerns – none

X. Upcoming Events – Staff Appreciation Week

- Sponsor sheet was sent around.
- The event sign-up sheet will be sent by email.
- Anne Barrett Scott – will meet with Cole to discuss the t-shirt design.

Meeting adjourned 11:38 a.m.

Next Executive Council Meeting with the Chancellor: February 20, 2018 at 3:00 p.m.

Next meeting: Thursday, March 8, 2018 at 10:30 a.m. in the Facilities Management Conference Room.

Draft Minutes submitted by Ev Barrett on February 14, 2018.

Final Minutes submitted by Ev Barrett on February 21, 2018.

February Staff Member of the Month Ballot

Bradley Baker, Director, Ole Miss Student Union

Stephanie Brown, Administrative Secretary, Conflict Resolution and Student Conduct

Shaquita Curry, Senior Secretary, Alumni Affairs

Lee Dean, Manager of Technology and Interactive Services, Outreach & Continuing Education

Shannon Dixon, Operations Supervisor, Journalism Instruction

Sam Hammoud, Information Technology Coordinator, School of Business Administration

Michael Hirschel, Staff Psychologist, University Counseling Center

Lara Lee, Secretary, Mathematics

Mike “Mickey” McLaurin, Research Administration Advisor, Office of Research and Sponsored
Programs

Keith McMinn, Maintenance Supervisor, Facilities Management

Michelle Martin, Senior Secretary, Chemistry and Biochemistry

Rose Maten, Senior Records Coordinator, Law Instruction

Marta Panickar, Research Associate, National Center for Physical Acoustics

Marina Phelps, Operations Manager, Patterson School of Accountancy

Penny Rice, Manager of Instructional Technologies and Faculty Technology Development Center,
Academic Computing

Ellen Shelton, Director of Pre-College Programs, Outreach & Continuing Education

James “Drew” Windham, Senior Project Administrator, Outreach & Continuing Education

Subcommittee Report to Staff Council on approved proposal to recognize Staff members who graduate from The University of Mississippi

After working with Human Resources and the Registrar's office we determined that there is no way, at this time, to identify UM Staff members who have applied for 2018 graduation.

We recommend two things:

1) Develop a work request for IT to develop some way to retrieve that data from the SAP/CM system.

2) We would like to start the Red & Blue Celebration this spring. It will be open to any staff members who plan to participate in the May 2018 graduation.

Since we do not have any way to identify staff members who are graduating, we plan to copy the self-identification model currently used by the Lavender Graduation Ceremony (<http://thedmonline.com/section-um-hosts-first-lavender-graduation-ag/>) which is hosted by the Center for Inclusion and Cross Cultural Engagement.

We are confident we can offer red & blue cords to every staff member/2018 graduate who self-registers using our form.

We are still determining if we have time to plan, pay for & execute a reception for all staff members/2018 graduates who self-registers using our form.

ADVERTISING | MARKETING -We plan to send out information about the ceremony to all staff members and ask them to register online if they would like to attend the reception and receive the red & blue cord to wear at graduation. We will work with HR and the Registrar to confirm their status.

EXAMPLE of the possible notice to staff members -

The Red & Blue Graduation Celebration recognizes UM students who are also staff members at the university. This celebration acknowledges their achievements and contributions to the university as students who successfully navigated the college experience. Graduating seniors and graduate students will register for the Red & Blue Graduation Celebration through April, and in May, before graduation, we will honor and celebrate those students with red & blue cords and a reception ceremony. We envision an event where students, family, staff, and faculty are encouraged to attend, establishing a new tradition at The University of Mississippi.

The Red & Blue Graduation Celebration is co-sponsored by the UM Staff Council and (?? TBA, Chancellor, HR, ??)

REQUESTS & ADDITIONAL INFORMATION

A) We would like to ask staff council members to help us by reaching out to groups/departments on campus to serve as co-sponsors of the event.

B) Below is a tentative budget, we plan to work with the Executive Officers to determine if Staff Council has finds or can use our funds to cover any or all of these expenses. Once we have more information we will submit the budget request to Staff Council, hopefully at the March meeting.

BUDGET

Description	Approx. Cost	Individual(s) responsible for purchase/coordination
Creation of Red & Blue Graduation Celebration Registration Page	\$0	Kevin Cozart
Digital Marketing of the Red & Blue Red & Blue Graduation Celebration	\$0	Staff Council Marketing Committee-Deetra Wiley Chair
?? Printing ??		??
Red & Blue cords ~50 @ \$6 each + shipping	\$321	Kevin Cozart
Red & Blue Graduation Celebration Reception		
Location – tba	\$200	Anne Klingen (amk will reach out to Outreach to ask for a discount or free space for the reception)
Reception catering 100 people @ \$10/each	\$1,000	Anne Klingen
Misc/Unexpected	\$100	Subcommittee
TOTAL	\$1,621	

Motion to recognize Staff members who graduate from The University of Mississippi Subcommittee

Submitted 8/10/2017 to the UM Staff Council by Kevin Cozart and Anne M. Klingen

In consideration of the mission of the Council to support the mission of the university ... and all staff members through various events and activities, we propose a subcommittee develop a plan to recognize the many staff members who work extremely hard to complete degrees at the University while working full time.

Resolved, that the University of Mississippi Staff Council create a Graduating Staff Members Recognition subcommittee.

This subcommittee will:

1. identify at least one way to recognize graduating staff members prior to or during the Spring 2018 graduation ceremony,
2. submit a proposal to the full Council prior to November 2017 Staff Council meeting for a vote of approval,
3. work with appropriate officers and other entities to advertise the event and highlight graduating staff members, and
4. submit a final report to the full Council prior to June 30, 2018.

Furthermore, if this motion is approved the subcommittee will need a minimum of 3 volunteers, please send an email to staffcouncil@olemiss.edu if you are interested in serving on the committee. The membership is not limited to staff council members.

Bylaws Committee meeting
2/7/18

Present: Johnny Price, Gazel Giles, Prema Balachandran, Ev Barrett

Goal:

To provide a way to fill vacancies in the bylaws to be voted on at the February meeting.

Current Bylaws:

SECTION VII: Officers

The officers of the Council (referred to as the Executive Council) shall include a president, immediate past president, president-elect, secretary, textbook scholarship administrator, communications and marketing coordinator, and treasurer. New officers, with the exception of the president, shall be elected at the May meeting each year. The incoming officers officially take office July 1 and serve through June 30 of the following year. The president, secretary and/or treasurer may, if elected, serve two consecutive one-year terms. The textbook scholarship administrator may serve a minimum of one (1) year or as long as he/she is a Staff Council representative.

Possible New Wording:

SECTION VII: Officers

The officers of the Council (referred to as the Executive Council) shall include a president, immediate past president, president-elect, secretary, textbook scholarship administrator, communications and marketing coordinator, and treasurer. The president, secretary and/or treasurer may, if elected, serve two consecutive one-year terms. The textbook scholarship administrator may serve as long as he/she is a Staff Council representative.

The elections procedures are as follows:

- The Elections Committee will begin seeking nominations (including self-nominations) for new officers at the April meeting. The positions to be filled include president-elect, secretary, textbook scholarship administrator, communications and marketing coordinator, and treasurer.
- At the June meeting, each candidate will present a 2 minute oral presentation to introduce himself or herself to the council members and to explain his or her vision for the office. The elections will take place by private ballot.
- The incoming officers officially take office July 1 and serve through June 30 of the following year.
- If a vacancy occurs in the position of president, the immediate past president will assume those responsibilities.
- If a vacancy occurs in any other office in the middle of a term, the Executive Council may do one of these things:
 - name a temporary replacement;
 - divide the responsibilities among the other officers;
 - ask the Elections Committee to submit a slate of candidates for the position; **at the following meeting, each candidate will present a 2 minute oral presentation to introduce himself or herself to the council members and to explain his or her vision for the office. The Staff Council Members will vote by private ballot. (The red part was added at the meeting).**
 - The replacement or elected officer will serve the remainder of the term.