

Present:

Anne Scott Barrett, Patricia Coats, Jessica Coker-Hughes, Emily Echols, Gazel Giles, Lolita Gregory, Le'Tosha James, Flora Jones, Anne Klingen, Torie Marion, Aretha Nabors, Sheila Padgett, Steven Ridout, Jason Shirkey, Camille Toles, and Laura Vaughn

Catherine Hultman attended via conference call.

Absent:

Premalatha Balachandran, Jeremy Cook, Erica Covington, Kevin Cozart, Shaquita Curry, Kimberly Gatewood, Leah Hanks, Mohamed Ali Ibrahim, Tasha Jones, Natcha Knight-Evans, Michael Marascalco, Je'Lisa McGee, Danielle Noonan, Johnny Price, Erin Ridout, Precious Thompson, Jacqueline Vinson, Deetra Wiley, and Jason Wilkins

Pam Johnson and Camie Rushing, guest speakers from Human Resources, were absent.

I. Call to Order

The April Staff Council meeting was called to order by Gazel Giles at 2 p.m. on April 11, 2019.

II. Attendance (sign in sheet)

III. Approval of Minutes – March

- The minutes are sent out via email. Any comments, questions, or changes should be emailed to Emily Echols (emily@olemiss.edu).
- Anne Klingen questioned how the absentee votes were reported in the minutes regarding the statue resolution passed by Staff Council.
- Questions and changes to the March minutes were due to Emily Echols by April 1. Anne Klingen sent suggested changes on April 1, but the statue resolution vote was not mentioned. Gazel Giles offered to discuss the resolution vote after the meeting.
- Motion to approve by Laura Vaughn
- Seconded by Catherine Hultman
- Gazel Giles asked for a vote by a show of hands. Anne Klingen opposed. Remaining attendees voted in favor.
- The March minutes were approved.

IV. Approval of Treasurer's Report – March

- The Treasurer's Report is sent out via email. Any comments, questions, or changes should be emailed to Danielle Noonan (dnoonan@olemiss.edu).
- Motion to approve by Torie Marion
- Seconded by Emily Echols
- Gazel Giles asked for a vote by a show of hands. Anne Klingen opposed. Remaining attendees voted in favor.
- The March Treasurer's Report was approved.
- Gazel Giles reported that she and Danielle Noonan will be meeting soon with University Accountant Audrey Floyd to discuss adjusting funding on some Council line items. She will keep the Council updated.

V. Staff Member of the Month – April

- Staff members submit nominations through UM Today announcements and the Staff Council website. Staff Council members voted electronically on the nominees.
- Gazel Giles announced that the Staff Member for the Month of April is Kelly Brown Houston, Administrative Coordinator in the History Department. She will receive a gift card to Wal-Mart and a certificate. Her supervisor will also be notified.
- Sheila Padgett stated that she was recently in a focus group for the University's climate survey. Feedback from the focus group showed that staff would like more recognition for Staff Member of the Month.

VI. New Business

- Staff Council Bylaws reported by Gazel Giles
 - Proposed revisions to the Staff Council Bylaws were emailed to the Council on April 3. Any comments, questions, or changes were sent to Gazel Giles (gdgiles@olemiss.edu) or to Emily Echols (emily@olemiss.edu) by April 8.
 - The Bylaws Committee took all comments and changes into consideration.
 - Anne Klingen asked to discuss the proposed revisions, the deadline for feedback from the Council, and when the Bylaws Committee met to discuss her changes.
 - Gazel Giles stated that the Bylaws Committee discussed all feedback and moved forward with the proposed Bylaws that were emailed to the Council on April 9.
 - Gazel Giles stated that further questions would be addressed after the meeting.
 - Motion to approve the Bylaws by Catherine Hultman
 - Seconded by Lolita Gregory
 - Gazel Giles asked for a vote by a show of hands. Proxy votes in favor of the Bylaws were Prema Balachandran by Emily Echols, Shaquita Curry by Emily Echols, Danielle Noonan by Torie Marion, Precious Thompson by Emily Echols, and Deetra Wiley by Lolita Gregory. Anne Klingen opposed. Remaining attendees voted in favor.
 - The Bylaws were approved.
 - Gazel Giles asked for anyone who has concerns or questions about the Bylaws to please email the Executive Council.
- Staff Appreciation Week reported by Jason Shirkey
 - Council members were asked to reach out to the University and Oxford community to get donations for door prizes. Gazel Giles will create a Google sheet for donations.
 - A list was distributed for Council volunteers. Council members were asked to sign-up to assist with events. Jason Shirkey will try to confirm all events next week.
 - The voting period for EEO categories is April 15-30. The Outstanding Staff Member of the Year will be decided by the Election Committee. The winner will receive \$1,000 and football tickets. Votes will be disclosed to Jason Shirkey and Sue Keiser.
 - Posters were distributed to Council members to display in their areas. Gazel Giles will display posters at time clocks in Facilities Planning.
 - Staff Council members are eligible to win if they receive enough votes.
 - The chosen t-shirt design was altered some to meet University licensing policies.
 - Jason Shirkey and Emily Echols met with Special Events to select gifts for 15 years of service and up. Whitman Smith is retiring, and he will be recognized for assisting with the Awards Ceremony each year. Kathy Tidwell is receiving her 50 years of service award so we're working with Special Events to customize her gift.
 - The Awards Ceremony will be at 9 a.m. on May 17 in the Ford Center. Council members will sit together on stage. Gazel Giles asked members to let her know if they

- want to be on the program.
- An activity schedule will be printed on tickets that will be sent to all staff members. A few posters will be printed and placed in Facilities Planning.
- Gazel Giles asked members to let her know if they would like to do the welcome or closing for Music and Meditation.
- Chancellor's Search reported by Gazel Giles
 - Former IHL Commissioner Glen Boyce is spearheading the Chancellor's search.
 - He met with Gazel Giles on April 10, and is an advocate for Staff Council.
 - Staff Council is not guaranteed a seat on the Chancellor's Search Committee, but Gazel is hopeful we will have representation.
 - Candidates for the Chancellor's position will come through email. The larger Search Committee of approximately 25 people will interview the candidates once. A smaller committee will meet with final candidates in more depth.

VII. Old Business

- Staff Council Space
 - Two rooms in the old hospital are being renovated for storage and work space. Facilities Planning will install carpet.
 - Facilities Planning only wants to give Staff Council three keys. Gazel Giles is trying to get more.
 - The rooms aren't equipped to swipe key cards. For this feature, Staff Council would have to pay for installation and a monthly service fee.
 - Gazel Giles will keep the Council updated on the progress.

VIII. Reports from Staff Council Committees

- Staff Council Fundraising Committee reported by Torie Marion, Chair
 - A raffle will be held during Staff Appreciation Week. Tickets are \$5 each or 5 for \$20.
 - Each Council member is required to sell 10 tickets. The member that sells the most tickets will receive a prize.
 - Daily prizes are: Monday – dine on us package valued at \$500; Tuesday – two Shell gas cards; Wednesday – Kroger gift card; Thursday – choice of AirPods or a television donated by Cowboy Maloney's; Friday – grand prize of a \$500 gift card plus a dine on us package for a total value of \$1,000. Torie Marion is trying to get the Shell and Kroger gift cards donated.
 - A campus celebrity will draw winners each day. Possible celebrities are Tony the Shark, Larry Sparks, and Don Cole. If you have suggestions for other celebrities, please email Torie Marion (torie@olemiss.edu).
 - Announcements will be posted in UM Today and on the Staff Council's Facebook page. Torie Marion asked for Council members to share the post on social media. Posters or flyers will also be printed and posted at Facilities Planning.
 - Anyone can purchase tickets including Council members.
 - A Venmo account will be created as another means to collect payments. A ticket number should be included in order to reference the sale to the appropriate Council member.
 - Torie Marion will follow-up with Danielle Noonan to determine the best way to turn in money collected.
 - If more tickets are needed, please contact Torie Marion.
 - Tickets and money must be turned in by Friday, May 10.
 - Gazel Giles stated that the proceeds from the fundraiser will go into the Council's

Mississippi Federal Credit Union account to be used for Council events throughout the year. Proceeds may also be used for the Children of the Staff Scholarship.

- Approximately 230 people have liked the Staff Council Facebook page. She would like to boost the Council's presence on social media. Torie Marion asked all Council members to like the page, if they haven't already, and to encourage other Ole Miss staff to like it as well.
- Children of the Staff Scholarship Committee reported by Lolita Gregory, Chair
 - The Committee was pressed for time to award a scholarship in the fall.
 - Advertising for the scholarship will begin in the fall.
 - The deadline for applications will be in early March.
 - Email Lolita Gregory (llgregor@olemiss.edu) if you want to serve on this Committee.
- Career Development Committee reported by Emily Echols
 - Staff Council retreat is scheduled for Friday, May 31, at Woodson Ridge Farms.
 - This will be an all-day retreat.
 - Woodson Ridge Farms will provide breakfast, and Taylor Grocery Catering is providing lunch.
 - Gazel Giles is working on funding for the retreat.
 - Transportation to the retreat will be discussed further. More details will be provided at the May meeting.
- Red and Blue Celebration Committee reported by Anne Klingen
 - The event is at Noon on May 8 at The Inn at Ole Miss.
 - Thank you to the six Council members who volunteered to help Emily Echols and Aretha Nabors on the day of the event – Erica Covington-Ford, Leah Hanks, LeTosha James, Flora Jones, Sheila Padgett, and Jason Wilkins.
 - 15 graduating employees have registered for the event. We would like to double that number.
 - Please encourage graduating staff members to sign-up and share with everyone you know on campus.
 - The deadline for registrations is April 24.
 - Website: <http://staffcouncil.olemiss.edu/2019-red-blue-celebration-of-um-staff/>

IX. Reports from Chancellor's Standing Committees

- Executive Council monthly meeting with the Chancellor
 - Gazel Giles reported that the monument was discussed in the last meeting.
 - The process to move the statue is with the Archives Department. There is no precedent to go by so this process may take some time.
 - Gazel Giles reported that Larry Sparks wants to have a detailed plan in place before bringing the discussion before the IHL Board.
- Gazel Giles reported that she received a list of Standing Committees from the Chancellor's office. If you want to serve on one of the committees, please email your preferences to Gazel (gdgiles@olemiss.edu)
- Accessibility Committee reported by Torie Marion
 - October is Disability History Month
 - There will be a panel for students with disabilities to voice their experiences.

- The Committee is working on campus initiatives.
- More information will be provided at the next meeting.
- Artist Series Committee reported by Anne Scott Barrett
 - The Windsgate group is fully executed.
 - Offers and contracts have been sent to others, but they have not been confirmed.
- Jason Shirkey reported that the Campus Recreation Standing Committee will have a meeting and tour of the new facility on April 23.
- Parking and Traffic Committee reported by Steven Ridout
 - No one should turn a left at the roundabouts.
 - The new system to replace decals with will not go into effect for two years.
 - A camera system is currently being used to help enforce parking tickets.
- Sensitivity and Respect Committee reported by Sheila Padgett
 - Council members were encouraged to be involved with the Campus Climate survey.
 - There was a small focus group held on April 8, which was composed of faculty, staff, and students.

X. Upcoming Events

- Red and Blue Celebration is at Noon on May 8 at The Inn at Ole Miss.
- Staff Appreciation Week is May 13-17.
- Staff Council Retreat is May 31 at Woodson Ridge Farms.

XII. Concerns/Questions/Comments

- Aretha Nabors asked if staff is notified when a student is barred from campus. Steven Ridout referred her to Student Conduct.
- Gazel Giles encouraged all Council members to review the bylaws, if they haven't already. She stated that there are a lot of good changes, which will help the Council progress in the right direction.

Meeting adjourned at 2:42 p.m.

Next Executive Council Meeting: May 1, 2019 at 12:30 p.m.

Next Executive Council Meeting with the Chancellor: May 2, 2019 at 2:30 p.m.

Next Staff Council Meeting: May 9, 2019 at 10:30 a.m. in the Facilities Management Conference Room.

Draft minutes submitted by Emily Echols on May 9, 2019.

Final minutes submitted by Emily Echols on May 10, 2019.