

Present:

Premalatha Balachandran, Patricia Coats, Shaquita Curry, Emily Echols, Gazel Giles, Lolita Gregory, Mohamed Ali Ibrahim, Flora Jones, Michael Marascalco, Torie Marion, Je’Lisa McGee, Aretha Nabors, Danielle Noonan, Sheila Padgett, Johnny Price, Steven Ridout, Jason Shirkey, Precious Thompson, Camille Toles, Laura Vaughn, and Deetra Wiley

Absent:

Anne Scott Barrett, Jessica Coker-Hughes, Jeremy Cook, Erica Covington, Kevin Cozart, Kimberly Gatewood, Leah Hanks, Catherine Hultman, Le’Tosha James, Tasha Jones, Anne Klingen, Natcha Knight-Evans, Erin Ridout, Jacqueline Vinson, and Jason Wilkins

I. Call to Order

The February Staff Council meeting was called to order by Gazel Giles at 10:30 a.m. on February 14, 2019.

II. Attendance (sign in sheet)

III. Approval of Minutes – January

- The minutes are sent out via email. Any comments, questions, or changes should be emailed to Emily Echols (emily@olemiss.edu).
- Motion to approve by Danielle Noonan
- Seconded by Lolita Gregory

IV. Approval of Treasurer’s Report – January

- 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 Laura Vaughn
- Seconded by Precious Thompson

V. Staff Member of the Month – February

- Staff members submit nominations through UM Today announcements and the Staff Council website.
- The Staff Council members voted electronically on the nominees.
- Gazel Giles announced that the Staff Member for the Month of February is Terry Blackmarr, Assistant to the Dean for General Studies. She will receive a gift card for Wal-Mart and a certificate. Her supervisor will also be notified.
- Precious Thompson reported that Mike Monaghan, Radio Dispatcher, has a terminal illness and recommended he be nominated as staff member of the month for March. Gazel Giles stated that funds are available at Human Resources, and she will send information to Precious Thompson.

VI. Old Business

- T-Shirt Design Contest
 - Deetra Wiley will send another blast email to remind staff of the contest.
 - The deadline for submissions is March 1.
 - Seven or eight entries have been received.
 - The Executive Board will choose the top three designs.
 - Staff Council will vote at the March meeting.
 - The final design must be approved by the Chancellor.
 - Submissions should be sent to Staff Council (staffcouncil@olemiss.edu) or to Jason Shirkey (jmshirke@olemiss.edu).

VII. Reports from Staff Council Committees

- Career Development Committee reported by Emily Echols
 - Quote received from Woodson Ridge Farms for a full-day Staff Council retreat.
 - \$300 pavilion fee; received a \$200 discount for being affiliated with the University.
 - Approximately \$12-\$15 per person for breakfast.
 - The retreat will be during a week day.
 - Sending Doodle poll to Staff Council to narrow down a date for the event.
 - The Committee will follow-up with Gazel Giles and will provide an update to the Council next month.
- Hospitality Committee
 - Gazel Giles is unsure if a Hospitality Committee will be created.
- Fundraising Committee reported by Gazel Giles
 - Torie Marion will Chair, and she will appoint a Co-chair.
 - In the past, the Committee held a raffle for Beats headphones.
 - Raffle tickets were \$1 each, and the fundraiser raised approximately \$1,000.
 - Printing Services printed the tickets.
 - If you have any fundraising ideas, email Torie Marion (torie@olemiss.edu).
 - If you would like to serve on the committee, email Gazel Giles (gdgiles@olemiss.edu).
 - Danielle Noonan volunteered to serve on the committee to collect money.
 - All Staff Council members are expected to participate in the fundraiser.
- Scholarship Committee reported by Gazel Giles
 - Lolita Gregory will Chair, and she will appoint a Co-chair.
 - Gazel Giles will send Lolita the application, scholarship guidelines, budget and contact information for UM Foundation.
 - Emily Echols will send Lolita the scholarship guidelines.
 - The scholarship is awarded to children of the University staff.
 - There is a stipulation on parent income.
 - Some revisions can be made to the scholarship guidelines, but all changes will need to be approved by the Foundation.
 - Last scholarship fundraiser was a breakfast which was held approximately 10 years ago.
 - The scholarship is not endowed.
 - The scholarship is advertised on the Staff Council's website.
 - For advertising needs, email Deetra Wiley (dawiley@olemiss.edu).
 - If you have any scholarship ideas, email Lolita Gregory (llgregor@olemiss.edu).

VIII. Reports from Chancellor's Standing Committees

- Chancellor's Standing Committees reported by Gazel Giles
 - There are 19 Chancellor's Standing Committees.
 - Gazel has received several requests to serve on various committees and has started a spreadsheet.
 - If you are interested in serving, email Gazel Giles (gdgiles@olemiss.edu).

- Buildings and Grounds Committee reported by Johnny Price
 - The Committee is discussing if a unified design for bike paths and lanes could be implemented on campus.
 - Discussing creating a well-lit pathway from the parking structure near Kincannon to Housing.
 - Drones with thermal cameras will be purchased to collect thermal footprints of buildings and details on the landscape. This will allow the University to apply for available grants.
 - The one-lane path between the STEM building and the Pavilion hasn't been resurfaced as a two lane road because the elevation on the new STEM building will be different.
 - The Committee is looking at a cost analysis of employing two security personnel until the STEM building is complete versus resurfacing the road twice.
 - Chief Hawkins has resurrected the Safety Committee and is working in conjunction with ASB to get a full safety report of campus.
 - The Committee is in the process of replacing lights on campus to make lighting more unified.

- Parking and Traffic Committee reported by Steven Ridout.
 - Staff can purchase a \$55 parking permit to park in the Whirpool lot.
 - The permit will not be permitted for parking anywhere else on campus.
 - The cost for all other parking permits will remain the same.
 - A new system is in place that will scan tags which will limit the need for physical decals and hangtags.
 - The system is being used now to test its accuracy, but if all goes well, it will be fully implemented next year.
 - Aretha Nabors asked if regional campuses were included in the discussion. Students at regional campuses are required to buy University decals, but the decals aren't required on the regional campuses. Steven Ridout will follow-up with the Committee.
 - Parking Services must be notified when staff uses rental vehicles on campus. When the rental is returned, Parking Services must be notified to remove it from your account to ensure you are no longer liable.
 - Backing into parking spaces will be permitted.
 - If you have multiple vehicles registered but only pay for one parking permit and both vehicles are found on campus at the same time, both vehicles will be ticketed. The time limit to swap registered vehicles is one hour.
 - Visitor parking passes are available for purchase online for \$3.

- Faculty Staff Appeals Committee reported by Deetra Wiley.
 - Encouraged staff to be aware of parking regulations.
 - The Committee is strict on parking violations.
 - If you get a ticket, Deetra recommended calling Parking Services immediately before it processes to the appeal hearing.

IX. Chancellor's Meeting Update

- The Executive Board asked the Chancellor for a \$10,000 budget for Staff Appreciation gifts for 15 or more years of service.
 - Last year's budget was \$5,000.
 - A proposal will be submitted to the Chancellor asking for gift cards to be awarded as years-of-service appreciation gifts.
 - Gazel Giles is waiting on feedback from the Foundation and approval from the Chancellor.
- Gender Equity Pay Raises
 - A firm was brought in to review University positions and offer feedback.
 - A lot of raises were distributed to faculty.
 - Physical Plant shop supervisors were included in the discussion to determine outstanding employees.
 - Raises were merit based so not everyone received one.
 - Raises will continue to be merit based and will be awarded based on departmental budgets.
- Staff Council Office Space
 - The request for office space at the old hospital was submitted to the Chancellor.
 - Gazel Giles will follow-up with Sue Keiser and try to get it approved soon.

X. Upcoming Events

- Red and Blue Celebration is on May 8 at The Inn at Ole Miss.
 - Taylor Grocery is catering.
 - If you would like to participate, please let Gazel know.
- Staff Appreciation Week
 - Met with the Chancellor's Standing Committee, and the administration seemed supportive.
 - Staple activities: karaoke, bingo, basketball, plant swap, blood drive, hands-only CPR, unity walk, yoga and yogurt
 - Funding for RebelWell wasn't renewed so that program won't be as involved as in the past.
 - Exploring options for new activities: family swim night, recipe swap, and line dancing
 - Seeking approval for some of the new activities.
 - If you have any ideas, email Jason Shirkey (jms Shirke@olemiss.edu).
 - Jason Shirkey will prepare a Google doc for Council members to sign-up to assist with activities.
 - Council members will seek gifts from community and departments to distribute evenly among activities.
 - Gazel Giles wants Staff Council members to participate as much as possible in activities.
 - If anyone has problems with supervisor approval, please let Gazel know.

XI. New Business

- Executive Board Term Extension Proposal reported by Danielle Noonan
 - Officers currently serve a one-year term.
 - Transitioning to an entire new board each year results in a huge learning curve.
 - The Executive Board proposes extending it to a two-year term.
 - In December, Staff Council would hold elections to select new officers.
 - This will allow a one-year training period for new officers to learn required duties.
 - Those voted in as new officers would get the opportunity to attend some of the monthly meetings with the Chancellor.

- Extending term limits would help to create more continuity and consistency within Staff Council.
- The proposal was discussed with Chancellor Sparks, and he approved of the two-year term limit.
- The position of President-Elect will be eliminated.
- Vice President would fill in for the President as needed.
- The Executive Board has discussed staggering term limits so that all officers aren't rolling off at the same time.
 - Gazel Giles suggested that she, Prema Balachandran, and Deetra Wiley roll off in two years since they have served the longest on Staff Council.
 - The newest officers – Emily Echols, Danielle Noonan, and Jason Shirkey – would roll off in three years.
 - Emily Echols took over Ev Barrett's role as Secretary so her term technically hasn't started yet.
 - Jason Shirkey would transition to the role of President in two years when Gazel rolls off and would train the incoming President.
 - This needs further discussion and will be brought before the Staff Council soon.
- The role of President is a big commitment requiring time and Council knowledge.
- Currently, the President has the ability to make all decisions without restraint. Gazel suggests that also be addressed in the bylaws to allow for more collaboration with the Executive Board.
- There may also be an opportunity to have an Events Committee Chair to oversee Staff Council events relieving some duties off of the President.
- Gazel Giles stated that she wants to give other members the opportunity to serve in officer roles, but this is something new she would like to try to improve Staff Council.
- Motion to approve extending terms of the Executive Board from one-year to two-years by Precious Thompson.
- Seconded by Johnny Price.
- The discussion of staggering officer roll-off was postponed to a later date.

XII. Concerns/Questions/Comments

- ConnectU seems to be more time consuming, but it involves leadership more. It does not offer a 360 evaluation.
- Steven Ridout reported that the Blackboard contract expires within a year. If you have likes or complaints about Blackboard, please send feedback to Steven Ridout (swridout@olemiss.edu).
- Gazel Giles stated that she is working with Kevin Cozart on the Pathways to Education project.
- Danielle Noonan reported that Erin Cromeans will discuss the Tobacco Free Generation Campus Initiative at the March meeting.
 - The campus is already smoke free but would like to move the campus to tobacco free.
 - The University received an \$18,000 grant and is using funds to educate University community.
 - University implemented a new policy restricting JUULing (vaping) on campus.
 - UPD will issue a citation if they see people actually smoking/vaping.
- Our meeting on Thursday, April 11, has been moved to 2 p.m.
 - Guest speakers will be Judy Hopper and Pam Johnson.

- Gazel Giles will send a reminder.

Meeting adjourned at 11:30 a.m.

Next Staff Council meeting: March 14, 2019 at 10:30 p.m. in the Facilities Management Conference Room.

Draft minutes submitted by Emily Echols on March 11, 2019.

Final minutes submitted by Emily Echols on March 14, 2019.