

**Present:**

Premalatha Balachandran, Jessica Coker-Hughes, Emily Echols, Gazel Giles, Mohamed Ali Ibrahim, Flora Jones, Anne Kligen, Danielle Noonan, Sheila Padgett, Johnny Price, and Jason Wilkins

**Absent:**

Anne Scott Barrett, Patricia Coats, Jeremy Cook, Erica Covington, Kevin Cozart, Shaquita Curry, Kimberly Gatewood, Lolita Gregory, Leah Hanks, Catherine Hultman, Le'Tosha James, Tasha Jones, Natcha Knight-Evans, Michael Marascalco, Torie Marion, Je'Lisa McGee, Aretha Nabors, Erin Ridout, Steven Ridout, Jason Shirkey, Precious Thompson, Camille Toles, Laura Vaughn, Jacqueline Vinson, and Deetra Wiley

**I. Call to Order**

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

**II. Attendance (sign in sheet)**

**III. Approval of Minutes – February**

- 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 Prema Balachandran

**IV. Approval of Treasurer's Report – December and February**

- 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 December by Jason Wilkins
- Seconded December by Prema Balachandran
- Motion to approve February by Jason Wilkins
- Seconded February by Flora Jones

**V. Staff Member of the Month – March**

- Staff members submit nominations through UM Today announcements and the Staff Council website. Staff Council members voted electronically on the nominees.
- Jessica Coker-Hughes announced that the Staff Member for the Month of March is Glenn Schove, Administrative Coordinator for the Department of Writing & Rhetoric. She will receive a gift card to Wal-Mart and a certificate. Her supervisor will also be notified.
- The UM Today announcement is usually sent overnight. The recent announcement went out in the afternoon and generated our largest response with 75 nominations received.
- Some staff members were unsure how to submit nominations so the early announcement release helped to get the word out. Going forward, the release time will be staggered between overnight and afternoon announcements.

**VI. Tobacco Free Generation Campus Initiative (TFGCI) by Erin Cromeans, Assistant Director for Wellness Education in the Department of Campus Recreation**

- Information was distributed which is attached hereto and contained herein as Exhibit D.
- In spring 2018, Erin Cromeans was approached by Student Affairs to start looking at the idea of a tobacco free campus.
- The University received approximately \$18,000 grant from the American Cancer Society in partnership with CVS Pharmacy to educate the campus community and to get the campus to implementation.
- Goal is to lay the groundwork to get individual support for a tobacco free campus and to start a discussion about the challenges of implementing a tobacco free policy.
- The collation is educating the community about our current smoke-free policy and discussing what a tobacco free implementation looks like and the potential impact it could have on faculty, staff and students.
- Other college campuses are headed from smoke-free to tobacco free, and the collation is trying to determine what enforcement would look like.
- On game day, UPD would be policing for behavior and not tobacco use; however, if seen, the tobacco policy would be enforced.
- Smokeless tobacco can be used in the classroom now.
- New University policy restricts vaping in public places, but the use of tobacco products can be done in personal vehicles.
- Another goal is to create a wellness culture on campus.
- Resources will be provided to anyone trying to quit tobacco products.
- Focus group meetings will be held in April for staff and students to provide feedback. A separate focus group will be held for Facilities Management employees during their lunch hour. This will be an opportunity to discuss and provide in-depth feedback on implementation.
- After the focus groups, a tobacco free policy will be drafted and will be sent to Staff Council for review.
- Erin Cromeans will be invited to the Staff Council meeting in May to provide an update.

**VIII. Reports from Chancellor's Standing Committees**

- Gazel Giles has received some requests from Staff Council members. She will send out committee information in the next couple weeks.
- Sheila Padgett reported that the Sensitivity and Respect Committee is meeting today at 1:30 p.m.
- LGBTQ Affairs Committee by Anne Kligen
  - 2019 LOU Pride Collective Gayla on April 28, 2019  
Ticket Price: \$5 advance, \$10 at the door  
<https://www.oxfordarts.com/shop/product/1633-2019-lou-pride-collective-gayla>
  - Oxford Pride Weekend is May 2-5, 2019  
Parade on Sat. May 4, 2019  
Out in the Park - a family/kid friendly event on Sun., May 5, 2019  
<https://oxfordmspride.squarespace.com>
  - Lavender Graduation Ceremony is May 3, 2019, 4-5:30 p.m. in the Ole Miss Student Ballroom. Any member of the community can attend.  
<https://mpride.olemiss.edu/upcoming-events/>

## **VII. Reports from Staff Council Committees**

- Career Development Committee reported by Emily Echols
  - Potential dates for the retreat were emailed to Staff Council members this week.
  - Approximately half of the Council has voted electronically.
  - Top two dates currently are Friday, May 31 and Friday, June 21.
  - Staff Council members will be given until next Wednesday to vote.
  - A reminder email will be sent on Monday.
  - The Committee is meeting soon to work on details for the retreat.
- Red and Blue Celebration Committee reported by Anne Kligen
  - The event is on May 8 at The Inn at Ole Miss.
  - Aretha Nabors is looking for volunteers to help the day of the event.
  - Mohamed Ali Ibrahim has the budget under control.
  - Jackie Vinson is confirming if Larry Sparks will be available to make remarks.
  - The website and registration forms are up and ready for submissions  
<http://staffcouncil.olemiss.edu/2019-red-blue-celebration-of-um-staff/>
  - Please encourage graduating staff members to sign-up.
- Gazel Giles is meeting with the chairs of the Fundraising and Scholarship Committees on March 22.
  - All Staff Council members are expected to participate in the fundraiser.
  - More information will be provided at the April meeting.

## **VIII. Old Business**

- T-Shirt Design Contest
  - The top three designs were distributed.
  - Only 11 out of 38 Staff Council members were present so a vote did not take place.
  - Danielle Noonan will email the designs to Staff Council for an electronic vote.
  - Any votes she receives will be forwarded to Jason Shirkey.
- Staff Council Office Space
  - Gazel Giles will be meeting with Donna Strom to look at office space in the old hospital.
  - Provost Noel Wilkin is in charge of office space, and nothing is currently available on campus. Parking would also be an issue on campus.
  - Parking and Transportation offers free shuttles from campus to the old hospital between 7 a.m. and 7 p.m. Anyone with a University ID can ride for free.
  - The old emergency room entrance, and the south entrance are open.
  - The old hospital currently houses Center for Research Evaluation (CERE), the Speech and Hearing Clinic, two classrooms, Pharmacy clinical trials, and many more units will be moving there soon.
  - The University is considering moving Employee and Student Health to the facility.
  - There is a conference room adjacent to the cafeteria that could be used for catering. Five additional meeting rooms are available on the first floor.
  - If Staff Council gets adequate storage and meeting space, our monthly meetings may be held in the facility.
  - Gazel Giles is unsure about room access at this time, but she will share the process with the Council once it's complete.
  - Anne Kligen reported that when the Union opens, the ASB space would be available to Staff Council per Bradley Baker, Director of the Student Union.

## **XI. New Business**

- Staff Council's Resolution to Relocate the Confederate Statue by Danielle Noonan
  - Due to a time constraint, Gazel Giles made an Executive Decision to call for an electronic vote on March 6, 2019, asking Staff Council members whether they were in favor of a resolution that supports the relocation of the Confederate statue.
  - The majority of Council members voted in favor of a resolution to move the statue to the Confederate cemetery (26-10).
  - A resolution was drafted by the Executive Council on March 7, 2019, and was presented to the Chancellor that afternoon. It is attached hereto and contained herein as Exhibit E.
  - Staff Council was the first group to formally submit a resolution to the Chancellor.
  - Staff Council's resolution was emailed to Council members, and was posted on the Council's website.
  - Gazel Giles reported that she is the only person who has seen the votes, and she intends to keep the votes secure in order to protect the voters.

## **X. Upcoming Events**

- Red and Blue Celebration is on May 8 at The Inn at Ole Miss.
- Staff Appreciation Week is May 13-17
  - Proposed increasing appreciation gift budget \$5,000 by moving funds from Staff Council's holiday event with the Chancellor in December. This would allow \$8,000 total for gifts.
  - Gift cards aren't acceptable appreciation gifts due to tax purposes.
  - A list of gift ideas will be compiled and taken to Facilities Planning for their feedback.
  - More details on activities and events will be provided at the next meeting.
  - Deetra Wiley is working with University Communications to get a poster/flyer out.

## **XII. Concerns/Questions/Comments**

- Anne Kligen stated that according to our bylaws a large number of Council members rolled off on February 28. She questioned if the votes on the resolution and other Staff Council polls would be valid since those members were ineligible to vote.
  - Gazel Giles stated that some Council members are serving in different EEO categories due to a shortage of representation from Facilities Planning. Those members will have the option to remain on Staff Council serving in their correct EEO category.
  - The Executive Council is currently revising the bylaws, which caused a delay in elections. Gazel stated that the terms of the Council members, who would have rolled off on February 28, have been extended until the new bylaws are complete and approved.
  - Gazel stated that the proposed bylaw revisions would be submitted to the Council for review within the next few weeks. Gazel would like to vote on the bylaws at the April meeting.
  - Gazel wants to operate the Council at full capacity of 38 members, and she will make sure all of the member slots are full.
  - Gazel stated that all Council votes submitted after February 28 are valid.
  - Anne Kligen respectfully disagreed with the president's explanation.
- Anne Kligen asked when Staff Council elections would be held for new members.
  - Gazel Giles reported that elections will be held after Staff Appreciation Week in May.
  - The Executive Council decided it was best that elections aren't held before Staff Appreciation Week because it's a busy time, and new members would have to be trained.
  - The Executive Council intends to change the bylaws to propose that elections for new Staff

- Council members will occur in May, thereby changing the expiration date of members' terms.
- Gazel stated that the new bylaws would be updated regarding the term limits for regional campuses. Currently, there is no term limit for these appointments. Jessica Coker-Hughes, representative for the Grenada regional campus, stated that if there is a stipulation on term limits, there may not be anyone else available to represent the regional campuses.
  - Staff Council will have the option to vote on the proposed bylaws. If the election process remains the same, people will roll off immediately, and we will elect new members.
  - At the February Staff Council meeting, the Council voted to extend Executive Council term limits. Gazel reported that Interim Chancellor Larry Sparks is also in favor of extending term limits from one year to two years. Gazel stated that the University doesn't have a permanent Chancellor right now, and she would like the Executive Council to pave the way for incoming officers.

Meeting adjourned at 11:30 a.m.

**Next Executive Council Meeting:** April 2, 2019 at 12:30 p.m. in the Jackson Avenue Center Room 130

**Next Executive Council Meeting with the Chancellor:** April 3, 2019 at 4:00 p.m. in Lyceum Room 110

**Next Staff Council Meeting:** April 11, 2019 at 2 p.m. in the Facilities Management Conference Room. Guest Speakers will be Pam Johnson and Camie Rushing from the Department of Human Resources.

Draft minutes submitted by Emily Echols on March 28, 2019.

Final minutes submitted by Emily Echols on April 9, 2019.