

**Mississippi State University Staff
Council Meeting Minutes**

April 11th @ 10:30 a.m.
Sanderson Center Conference Room

ATTENDANCE: (P) = Present (A) = Absent

P Amy Adkerson	A Stephen Green	P Leigh Stewart*
P Heather Andrews*	P Nathan Gregory	P Jessica Thornton
P Zac Ashmore	P Crisler Herndon	P Jason Townsend*
P Susan Brooks*	P Jan High	A Avent Vanhorn
A Charlie Bush	P Shauncey Hill	P Ronnie White
P Scott Cagle	P Kelly LaSalle	P Tiffney Williams
P Stacy Davis	A Suzanne Parker	P Lynn Wyman
P Darrell Easley	P Chris Pulliam	A Sykes Zimmerman
A Kylie Forrester*	P Mashala Pulliam	
A Tamara Gibson	A Toni Roberson	*Executive Board
P Kenneth Graves	P Yvett Roby	

GUEST SPEAKER: Lee Weiskopf, Director of University Governmental Support, was the guest speaker for April.

APPROVAL OF MINUTES: The minutes from the March 2018 meeting were approved. Motion to approve by Lynn Wyman and seconded by Heather Andrews.

FINANCE REPORT: The March financial reports were reviewed. Kelly Lasalle advised that some additional donation funds for door prizes were not reflected in balance (E&G fund balance of \$14,257.54 and Foundation balance of \$28,801.52) Motion to approve by Heather Andrews and seconded by Jason Townsend.

CHAIR'S REPORT (Susan Brooks)

- Alumni Association National Board – no meeting
- Blue Cross & Blue Shield of MS Foundation, MSU on the Move – no meeting, next meeting April 18.
- Faculty Housing Appeals Committee – no new appeals
- Information Technology Council – met April 3, continued discussion of increasing enrollment in two-factor authentication to all staff and students and IT Governance.
- Master Plan and Develop Advisory Committee (MPDAC) – no meeting
- Mississippi Association of Staff Council Organizations (MASCO) – emails between members on March 13 discussion summer tuition remission for staff. MVSU does not

have remission opportunities in the summer and is trying to get it for their staff. Also discussion of Chairs and Vice-Chairs attending the May 17 IHL meeting to make up for the meeting that was missed in January.

- President's Committee on Planning – no meeting
- President's Executive Council – no meeting, next scheduled for April 23.

VICE CHAIR/ EVENT COMMITTEE REPORT (Jason Townsend)

- SAD T-Shirt Sales – S.A.D shirts will be on sale Friday, April 20 and Thursday, May 3 from 11:00 am to 1:00 pm in the Bost Breezeway. A sign-up sheet for volunteers to work the sale will be sent out the week of April 16. Last year's S.A.D shirts will be on sale for \$5.00 and jackets will be on sale for \$20.00.
- Staff Appreciation Day – Jason and events committee conducted a walkthrough of the Junction. The purpose was to discuss positioning of tents, tables, games, etc. and to identify electricity needs. Due to construction at Davis Wade stadium, food will not be served under the stadium. Discussion still underway of exact location of food stations. Jason asked that each member put sponsorship/donation solicitation at the top of the list of priorities for SAD. He passed around a sign-up sheet and asked everyone to participate.
- Zacharias Awards – Jessica Thornton reported that 79 individuals have been nominated for the Zach award this year from the 100 nominations received. There is representation in all categories. The committee will meet Friday to take next steps in the process. Mrs. Zacharias will be able to attend the event this year.

POLICIES AND PROCEDURES COMMITTEE (Heather Andrews)

- Tuition Remission Updates – Anne Cook, chair of the benefits committee, will advise Heather when she has an update.
- Foundation Funds – Heather proposed options for the \$30K that will be put in a fund to advance the mission of Staff Council. She proposed to split it into an endowment fund and advancement fund. Council agreed and Lynn Wyman made a motion to approve and Jessica Thornton seconded the motion. Guidelines will be drafted and presented to Dr. Keenum for approval. Plan is to use the funds from the endowment to set up educational and development scholarships to MSU staff that apply. Hope to award four scholarships per year at \$250.00 or five at \$200.00. The awards/scholarship chair will come under the recording secretary position.

COMMUNICATIONS COMMITTEE (Kylie Forrester)

- Bully Watch – March Bully Watch winner was Lori Irvin of MSU Extension Equine

Therapy Program. There were five nominations in March.

- Staff Council Member Spotlight: – SC Chair Susan Brooks was featured in last month’s newsletter. Members were reminded to submit bio and save on general drive if have not done so already.

ONGOING BUSINESS

- Officer Nominations Committee – Darrell Easley will chair this committee. The committee is comprised of all outgoing members. Committee will put together a nomination sheet for next meeting.
- Door prize Business Donations – Sign up sheet was passed around. Everyone was encouraged to make this a priority.
- New Officer Nominations – Jason asked that officer nominations be submitted asap.

NEW BUSINESS

- New members interviews for DAFVM and Athletics – Executive Council will interview nominees from DAFVM and Athletics on April 19, 2018.
- May Speaker – We will not have a May speaker. Council voted to not have a speaker for March, April, May going forward due to Staff Appreciation Day planning. Ronnie White made a motion and Amy Adkerson seconded.

STANDING COMMITTEE REPORTS

Athletic Council – MSU football coach, Joe Moorhead, spoke to the committee and gave an update on the upcoming Spring game.

Calendar Committee – no meeting

Community Engagement Committee – no meeting

Conflict of Interest – no meeting

Dining Advisory Committee – no meeting

Employee Benefits Committee - no meeting

Health and Wellness – no meeting

Instructional Technology Advisory Committee – no meeting

Parking and Traffic Regulations Committee – met March 22. Discussed raising the appeal fee to deter so many appeals. There will be a \$200.00 fine for damage

done to armed gates plus the cost of repairing the gate. Discussed staff parking for Animal Dairy Science, Meat Science lab, Poultry Science but tabled the discussion until number of staff and classroom seats and service vehicles was identified.

Performing Arts Committee – no report

President's Commission on Status of Minorities – Diversity Awards were given out on April 4. The award winners were Brittany Radford-Clark, Margaret Hagerman, and JP Abercrombie. Discussion beginning on 2019 Diversity Conference. Plan to appeal to the “non -experts” in diversity at the next conference.

President's Commission on Status of Women – New member openings to include one faculty, one graduate student, one undergraduate student, and two support staff. AAUW State Convention is scheduled for April 13-14. The PCSW Awards Ceremony is scheduled for March 28th. Women's Health Promotion and Wellness Fair is scheduled for April 11th.

Recreational Advisory Committee – no meeting.

Satisfactory Academic Progress Committee – no report. Zac Ashmore will attend the next meeting and update the council.

Special Events and Game Day Committee – No meeting but email was sent out regarding Super Bulldog Weekend pig cooking location. The location will be moved to the Palmeiro Center parking lot with the exception of the pork producers. They will remain at Howell.

Sustainability Committee – A draft revision of the Sustainability policy was presented to the committee. The purpose of the revision is to ensure the recycling guideline is part of the policy. As part of the revision, Sustainability will continue to maintain the receptacles in the offices and will function as a recycling bin. Clear bags will continue to be for waste and the blue bags for recycle. Committee endeavors to make this message clear throughout the campus. Training will be done by Christine Lashley, Sustainability Coordinator. She will meet with FM and all the custodians multiple times per year to train due to turnover in the custodial department. This communication will be key. Sustainability is working with the TV center on a video to demonstrate how student/staff can participate in recycling efforts.

Traffic Appeals Committee – 16 appeals

Work Life Balance Committee – no report

Next scheduled meeting: May 9, 2018 10:30 am Sanderson Center Conference Room

Respectfully submitted,
Leigh Stewart, Staff Council Secretary,