

**Mississippi State University
Staff Council**

December 14, 2011

10:30 a.m.

Present: Amanda Bell, Linda Perry Babcock, Robbie Black, Amy Burchfield, Allen Cooperwood, Patricia Cox, Mary Dikes, Sherry Fisackerly, Lisa Hearn, Dinah Jenkins, Jane Lewis, Marc Measells, Jessica Northcutt, Natalie Ray, Jonathan Tucker, Mary Vaughn, Angela Waller, and Adrienne Washington.

Absent: Penny French, Missy Hadaway, Debbie Huffman, Sam Manning, Mandy Netadj, Cade Smith, and Faye Smith.

APPROVAL OF MINUTES. Minutes of the November 9, 2011, meeting were approved as submitted.

CHAIR'S REPORT

Amanda Bell reported the Executive Committee approved various policies that were renewals or had minor revisions. The Work Balance Committee is looking at other universities' policies on leave that can be taken when a family adopts a child in order to develop a policy for MSU. They are also looking at how the university can assist in finding jobs for spouses of new faculty. Human Resources Management is looking into establishing a center that would be able to share vital information with faculty, staff, and newcomers to the university. The Tobacco-Free Campus Committee has asked the Student Body Senate to vote on whether the campus should be tobacco free. They are expected to approve. If approved, the move to being a tobacco free campus will be phased in over time. It is expected that individuals will still be able to smoke in their car. Amanda reported that Sam Manning attended the Master Planning Committee meeting. She is confident they continued discussions on Aiken Village. Residents are to be out this month. Plans for the new apartments are expected to be distributed at the January meeting of the committee. If so, she will share them at the next Staff Council meeting. The Information Security Committee has established a sub-committee, the Social Media Committee, to develop a policy on how staff/faculty may use university resources to participate in social media sites.

STANDING COMMITTEE REPORTS

Calendar Committee. Lisa Hearn reported that the Calendar Committee approved changing the Fall Break from October to the Monday and Tuesday of Thanksgiving week, giving students a full week off at Thanksgiving. Some concern was expressed that students had not been consulted on this since some students had indicated a preference for the October break.

Benefits. Chair Mary Vaughn stated that Met Life presented a proposal for the Retire-Wise Program, a series of sessions to assist in retirement planning. The Benefits Committee approved and expects HRM to begin the sessions during the next semester. Insurance policies may also be available.

COUNCIL COMMITTEE REPORTS

Publicity. Dinah Jenkins, Co-Chair, said that she still has some Large, X-Large, and 2X-Large jackets to sell.

OLD BUSINESS

The survey results are being sent to Don Zant. With his approval, they will be sent to other vice presidents in January.

Help is needed in editing the newsletter. Several people volunteered. Amanda said she will try to get that done so the newsletter can go out in January.

NEW BUSINESS

HRM is expected to submit a compensation policy to Executive Committee next year. Staff Council will be looking at that. Dr. Gilbert is scheduled to attend the February meeting. Dr. Keenum is scheduled to attend in March, but if he is unable to attend, Dr. Bohach will attend.

FINANCIAL REPORT

Amanda Bell reported that the E&G fund has a balance of \$18,000.22; the Foundation account has a balance of \$26,298.89.

There being no further business, the meeting was adjourned at 11:06 a.m. Staff Council members enjoyed lunch and fellowship.

Respectfully submitted,

Betty Purvis, Acting Recording Secretary
December 14, 2011