

**Mississippi State University
Staff Council**

January 16, 2013

10:30 a.m.

Present: Amy Burchfield, Mary Dikes, Sherry Fisackerly, Penny French, Kenneth Graves, Sharon Hewlett, Debbie Huffman, Jane Lewis, Sam Manning, Marc Measells, Calvin Mosley, Mandy Netadj, Natalie Ray, Cade Smith, Faye Smith, Lyle Tate, Angie Waller.

Absent: Ann Carr, Allen Cooperwood, Pat Cox, Lisa Hearn, Jessica Northcutt, Linda Perry-Babcock, Toni Roberson, Rebekah Sparks, Adrienne Washington.

GUEST SPEAKERS

Chair Cade Smith opened the meeting by notifying the Council that the guest speaker, Judy Spencer, was not present so the Council would proceed with the remainder of the agenda.

APPROVAL OF MINUTES

Minutes from the December 12, 2012 meeting were approved as submitted.

FINANCIAL REPORT

The financial report was approved as submitted.

CHAIR'S REPORT

- **Staff Council Executive Council**
- **Master planning**
- **President's Committee on Planning**
- **Information Technology Council**
- **Special Events and Game Day Operations**
- **MSU Dining Advisory Group**

COUNCIL COMMITTEE REPORTS

Events Committee – Natalie Ray needed to leave and requested to present out of order. She informed the Council that Human Resources is interested in putting on their benefits fair at the same time as Staff Appreciation Day. The responsibility for setup and programs would lie with Human Resources. Natalie passed around a signup sheet for SAD. She requested that chairs meet with their committees before the next general Council meeting. Cade mentioned that the Student Association had contacted him with an idea of hosting the games, but there has been no follow up.

Policies and Procedures – Calvin Mosley reported that he has met with Judy Spencer about the possibility of supervisor evaluations. She is in favor and believes they might be in effect as soon as 2014.

STANDING COMMITTEE REPORTS

Information Security Committee – Met for regular meeting and were apprised of the current statistics on compromised accounts. Also talked about disaster recovery plans and who should make the decisions as to which departments are required to have one. The committee also met the next day when a security breach was reported by a hacker. No secure information was compromised, but the committee was reminded that the University is under attack every day, and due diligence should be done.

Recreation Advisory Committee – There is a possible movement to revamp this committee into a health and wellness committee for staff.

Financial Conflict of Interest – This is a new committee that Marc Measells is serving on. They will be responsible for reviewing information involving researchers with federal grants who are required to supply financial information about conflicts of interest.

OLD BUSINESS

Changes to Employee Tuition Remission – Cade reported that the recommendation to increase hours to 8 per semester is making its way through the approval process. Judy Spencer has researched the recommendation to discontinue requiring employees to make up hours for one class per semester. Other IHL universities view this as employee development. Cade mentioned that the Research Office has some concerns about accounting for time for employees paid with grant money.

Sam Manning made a motion that the recommendation go forward as Staff Council's official recommendation. The text will be what was recommended by the Policies and Procedures committee last month:

Allow full-time employees to attend one (1) class during work hours without making up the missed work time during the same week or using accrued personal leave or compensatory time.

The motion was seconded by Mandy Netadj. The motion passed by a vote of 13-2. Sam asked for both the favorable comments and concerns be communicated with the motion. Cade agreed that they would accompany the recommendation.

NEW BUSINESS

Council Representatives for 2014 - Cade presented the staff census and the Staff Council representatives list as it currently stands. He informed the committee of what areas would require new representatives for the coming year. The vice presidents will be asked to nominate people for these positions.

Volunteer list for Staff Appreciation Day – a list was passed around. Sam Manning agreed to chair the food committee.

MEETING ADJOURNED

Respectfully submitted,

Amy Burchfield, Recording Secretary
January 16, 2013