

**Mississippi State University
Staff Council Meeting Minutes**

June 15, 2016 @ 11:30 a.m.

The Central Station Grill, Starkville, MS

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

A Heather Andrews*	A Mary Dikes	P Leslie Lloyd
A Tina Brock	A	P Marc Measells
P Susan Brooks	P Darrell Easley	P Mashala Pulliam
A Amy Burchfield	A Kylie Forrester	P Juli Rester
P Hannah Burnett	P Tamara Gibson*	P Toni Roberson
P Jennifer Burns	P Nick Gordon*	P Avent Vanhorn
A Scott Cagle	P Kenneth Graves	P Dan Whatley*
P Doug Carpenter*	P Jeffrey Guess	P Tiffany Williams
P Midge Davis	P Shauncey Hill	P Kelly LaSalle

New members present: Suzanne Parker and Chris Pulliam

****Executive Board***

APPROVAL OF MINUTES: The May 11, 2016 Staff Council meeting minutes were approved with one correction (Susan Brooks was marked absent but she was present) (motion by Kenneth Graves and seconded by Toni Roberson).

FINANCIAL REPORT: The May 31, 2016 financial reports were distributed. The reports were approved as submitted (motion by Doug Carpenter and seconded by Kenneth Graves).

CHAIR'S REPORT (Tamara Gibson) (attached)

- Executive Council
- Housing Appeals
- Information Technology Council
- Master Plan Development and Advisory (MPDAC)
- President's Committee on Planning
- Alumni Board
- Anti-Bullying Committee
- Provost Search Committee
- Smoke Free Legislation

COUNCIL COMMITTEE REPORTS

Events Committee (Doug Carpenter)

- The final SAD budget was sent out via email (see attached).
- Survey comments from Staff Council were also attached for review and to help plan for next year.

Policy and Procedures Committee (Dan Whatley) – No report

Communications (Darrell Easley)

- Bully's Watch
 - Bully Watch Award for May went to Dorothy Turner in Travel. She was nominated by Lynn Taylor in Office of Research.
 - Midge asked if winners are selected from previous nominations. They are not but can be nominated again.
 - Tamara encouraged all members to nominate.

OLD BUSINESS:

- Tamara met with former Staff Council member, Cade Smith, to discuss the logistics of the survey.
- ITS has created an O:\ drive for all Staff Council correspondence
 - The survey documents were moved from a J:\ drive maintained by Cade Smith
 - All members will be granted access by August

NEW BUSINESS

- The Meet and Greet Ice Cream Social was previously set for 8/12 from 12:00-1:30 p.m. but it was noted by Marc that 8/12 was the DAFVM's Summer Celebration. After further discussion, the social date was changed to 8/11. It was also suggested that we hold the event in a new location. All voted in favor.
- Tamara distributed a committee sign-up form to be completed by the end of the meeting to assist with committee assignments.
- Part 2 of the Professional Development event will be planned for the fall along with at least 2 sessions offered by Active Health.

STANDING COMMITTEE REPORTS

- **Athletic Council (Dan Whatley)** – No report
- **Calendar Committee (Susan Brooks)** – No meeting but did receive 3 more emails about the revised Holiday schedule and not having off January 2nd. They will send an email out this summer.
- **Community Engagement Committee (Avent Vanhorn)** – No report
- **Conflict of Interest (Marc Measells)** – No report
- **Dining Advisory Committee (Jennifer Burns)** – No report
- **Diversity Committee (Shauncey Hill)** – No report
- **Employee Benefits Committee (Mary Dikes)** – No report
- **Financial Aid Appeals Committee (Juli Rester)** – No report. Juli asked to be removed as a rep on the Financial Aid Appeals committee but will be available because of the review process. The new rep needs to be selected as early as possible and emailed to Toya Windom. Appeals are reviewed late July/early August and the rep will need some guidance on how to review the appeals.
- **Game Day (Kenneth Graves)** – No report
- **Health & Wellness Committee (Amy Burchfield)** – No report
- **Instructional Technology Advisory Committee (Darrell Easley)** – No report
- **Master Plan Development & Advisory Committee (Tamara Gibson & Nick Gordon)**

- **President's Commission on the Status of Minorities (Toni Roberson)** – No report
- **President's Commission on the Status of Women (Kylie Forrester)** – No report
- **Recreation Advisory Committee (Scott Cagle)** – No report
- **Traffic Appeals Committee (Doug Carpenter)** - 3 appeals: 2 no permit and 1 out of zone
- **Traffic Policy Committee (Hannah Burnett)** – approved and removed a reserved service vehicle parking space in McArthur Hall parking lot
- **Work-Life Balance Committee (Midge Davis)** – No report

TOPICS NOT ON THE AGENDA:

- Orientation for new members will be August 2 at 10:30, Gardner Conference Room, McArthur Hall, before the Executive Council Meeting.
- Staff Council presented Dan with a Certificate of Service and a letter and gift from President Keenum.
- Staff Council members were presented with a MSU Staff Council portfolio.
- Corrections were made to the next meeting time and location listed on the agenda (noted below).

MEETING ADJOURNED.

Next scheduled meeting: Wednesday, August 10, 2016, ~~11:30 a.m. – 1:00 p.m.~~, 10:30 a.m.
~~The Central Station Grill~~, Sanderson Center Conference Room

Respectfully submitted,
 Mashala Pulliam, Acting Staff Council Secretary, August 11, 2016



MISSISSIPPI STATE UNIVERSITY™

STAFF COUNCIL

Staff Appreciation Day Budget	2016
Entertainment	
Band	\$ 500.00
Photo Booth	810.00
Food	
Ice Cream	1,250.00
Aramark (w/ Snow Cones)	8,899.82
Cattleman's Club	1,700.00
Clark Beverages	732.45
Zacharias Awards	
Postcards	440.54
Awards***	12,000.00
Plaques	390.00
Miscellaneous	
Event Services	3,745.00
T-shirts	5,540.38
Door Prizes	2,656.40
Total	\$ 38,664.59

***Net Amount; Paid by President's Office

T-shirt Sales	
April 29th (Bost)	\$ 2,660.00
May 2nd (Allen)	830.00
May 10th (Bost)	957.00
May 13th (Staff Appreciation Day)	704.00
Cash to be deposited	50.00
On-campus Transfers	760.00
Gross Sales	\$ 5,961.00
Less: Geiger Invoice	(5,440.38)
Less: Sales Taxes (7%)***	(389.97)
Net	\$ 130.65

***2% discount not included