1. APPROVAL OF NOVEMBER MINUTES: Lynn Wymann made the motion to approve the minutes and Elizabeth Standley provided the second. The minutes were approved by unanimous vote.

2. APPROVAL OF NOVEMBER FINANCIALS: Jason Cory made the motion to approve the November Financials and Libbi Havelin provided the second. The financials were approved by unanimous vote.

3. COMMITTEE REPORTS
   a) Chair – Anna Webb
      • Master Plan and Develop Advisory Committee: An email went out to encourage everyone to respond to the survey.
      • Alumni Association National Board: no meeting
      • Faculty Housing Appeals Committee: There was one appeal and it was approved.
      • President’s Executive Council: no meeting
   b) Vice-Chair – Jason Cory
      • Faculty Senate: There were three main items addressed, classroom regulations, undergraduate university scholarships and a letter was received from a member requesting that the senate find a new space
to hold meetings. The modification to the bylaws was approved for remote meetings in the case that MSU goes into emergency virtual operations and for the evaluation of teaching performance.

- President’s Committee on Planning: no meeting
- Information Technology Council: A contractor is reviewing processes in ITS. The will implement new workflow and priorities.
- Blue Cross & Blue Shield of MS Foundation: no meeting

c) Events Committee Chair – Cristi Stevens

- Donut Event – Dec 7th: This event was a great success. Leftovers went to staff at the Health Center, Police, Library, and the Vet School.
- Staff Appreciation Day – May 20th: Contacts have been made to reserve spaces that we occupy. The food will be the same as it was in 2019. Members brought up that we should spread out more and possibly have two snow cone locations. A sign up sheet was passed to those in attendance.

d) Policies and Procedures Committee Chair – Lynn Wyman

- MSU Staff Survey: The data is with the reviewer and will be sent out as soon as we have received the results.

e) Communications Committee Chair – John Michael VanHorn

- BullyWatch: no report
- Newsletter : no report
- Website, Facebook, Twitter : no report

f) Awards & Scholarships Committee Chair – Elizabeth Standley

- Rubric Updates: no report
- Department Donations/Fundraiser: no report
- Fall and Spring Awards: The committee chose four recipients for the $300 award that will be deposited into their student account as soon as possible.

4. Ongoing Business

a) SC Position Open – Student Affairs: Anna is still trying to get responses.
5. **New Business**

   a) Lunch provided after the meeting by Brian Michael’s Catering.

Meeting adjourned: 11:24am
University Committee Assignments 2021-2022

University Committee

Athletic Council: Athletes are able to be paid $5985/year
Calendar Committee: Calendar will stay as it is.
Community Engagement Committee: no meeting
Conflict of Interest: no meeting
Dining Advisory Committee*: no report
Employee Benefits Committee: no report
Health and Wellness: no meeting
Instructional Technology Advisory Committee: no meeting Julie Burt (Dominique Belcher)
Parking and Traffic Regulations Committee: no meeting
Performing Arts Committee: no report
Recreation Advisory Committee: no meeting
Satisfactory Academic Progress Committee*: no meeting
Special Events & Game Day: no update
Sustainability Committee: no update
Traffic Appeals Committee: 36 appeals in November and 7 in December so far.
Work-Life Balance Committee: A seminar is to be held in the spring.

Staff Council Representatives

Ronnie White (Nicole Boyett)
Melissa Inmon (Jim McAdory)
Jeffrey Guess (Lateshia Butler)
Jessica Northcutt (Melissa Inmon)
Zac Ashmore (Nancy Wilson)
Melanie Chesser (Libbi Havelin)
Jordan Ramsey (Elizabeth Palmer)
Sarah Carpenter Moody (Latara Arterberry)
Suzanne Parker (Veronika Jelinkova)
Catherine Williams (Jordan Ramsey)
Jessica Northcutt (Cindy DeLoach)
Ronnie White (Sarah Carpenter Moody)
Kenner Patton (Catherine Williams)
Veronika Jelinkova (Lisa Dye)
Julie Burt (Summer Mord)

*not an official university standing committee
Staff Council Committee Assignments 2021-2022

**Communications Committee**
John Michael VanHorn – CHAIR
Jeffrey Guess
Dominique Belcher
Nicole Boyett
Sarah Carpenter Moody
Suzanne Parker
Cindy DeLoach

**Events Committee**
Cristi Stevens – CHAIR
Julie Burt
Jessica Northcutt
Cedric Gathings
Lisa Dye
Libbi Havelin
Melissa Inmon
Zac Ashmore
Catherine Williams
Katie Corban

**Policies and Procedures Committee**
Lynn Wyman – CHAIR
Ronnie White
Latara Arterberry
Melanie Chesser
Nancy Wilson
Jim McAdory

**Awards & Scholarships Committee**
Elizabeth Standley – CHAIR
Veronika Jelinkova
Lateshia Butler
Elizabeth Palmer
Kenner Patton
Jordan Ramsey