MISSISSIPPI STATE UNIVERSITY™
STAFF COUNCIL

General Meeting Minutes

Date: August 12, 2026 **Location:** The Hub
Time: 10:30 AM

Dominique Belcher P
Joni Branning P
Kathy Brown P
Lateshia Butler A
Missy Carter P
Madeline Demetrio P
Lisa Dye A
Cambrie Frizzell A
Hunter Goodson A
Libbi Havelin P
Courtney Headley P
Timothy Hopkins A
Hannah Howell P
Ogorchukwu Johnson P
Alena Jones P
Davie Jones P
Derek Klipstein P
Kelly LaSalle P
Allison Matthews P
Nicole Medeiros P
LaKitha Murray P
Samantha Nall P
Ashley Patterson P
Lynn Palmer Purnell P
Elizabeth Pinta P
Jessica Rahim P
Connor Simmons P
Cheron Snow P
Chantel Solis-McCoy A
Caitlin Telle P
Stacey Wilkinson P

1. **WELCOME AND** INTRODUCTIONS-Everyone introduced themselves with name, title and department. Ashley also went over expectations including attendance at meetings and all hands-on deck for events.

2. **APPROVAL OF JUNE MINUTES** – For a motion to approve June minutes, Libbi provided the first and Dominique the second. The motion passed unanimously and minutes were adopted.

3. **APPROVAL OF JUNE/JULY FINANCIALS** – For a motion to approve the June/July financials, Lynn provided the first and Davie the second. The motion passes unanimously and financials were adopted.

4. **COMMITTEE REPORTS**

a) Chair – Ashley Patterson

- Master Plan and Develop Advisory Committee- no meeting
- Alumni Association National Board- no meeting
- President’s Executive Council- June 22nd meeting attended in place of Sophia. Policy presentations including revisions and updates:

--**AOP 13.21**: Faculty Released Time for Specified Committee Chairs. In response to a request from the Faculty Senate, this update provides released time of 50% during fall and spring terms plus 16.67% for the summer for the chair of the University Committee on Courses and Curricula (UCCC) if nine-month faculty or 50% of their 12-month appointment if 12-month faculty. It provides the UCCC vice chair with 25% released time during the fall and spring terms plus 8.33% for the summer if nine-month faculty or 25% of their 12-month appointment for 12-month faculty. Council members voted to approve.
-- **OP 01.19**: Misuse of University Assets. This significant update is intended to clarify the policy. The revision includes updated definitions, specific examples, added reporting options, and other changes to make the process easier to follow. Council members voted to approve.
-- **OP 04.01**: Internal Audit Services. This major update is intended to reflect the Office of Internal Audit's current practices, IHL policy, state law, and the International Internal Audit Standards Board Global Internal Audit Standards. Council members voted to approve.
-- **OP 61.01**: Account Reconciliation. This minor update adds clarity to the deadline information for departmental/unit account reconciliation to ensure it is completed in a timely manner. Council members voted to approve.
-- **OP 91.120**: Possession of Weapons including Firearms. This update consists of an addition stating that university medical and mental health care facilities are campus spaces where firearms are prohibited.
-- **OP 91.304**: Free Speech and Assembly. In this update, clarity about amplification equipment related to free speech and assembly events on campus has been added, in conjunction with the update to OP 91.310: Outdoor Amplified Sound. The update to OP 91.310 further explains the requirements that must be met when seeking approval of outdoor amplified sound usage by registered student organizations and university departments. Council members voted to approve all three policies as presented.
Additionally, a minor, technical change was noted for AOP 12.04: Final Examination. "Reading Day" was changed to "Reading and Reflection Day." No concerns or objections were raised, and therefore a vote was not required.

July Meeting: The meeting was held on July 27th at 1:30PM. The following is a summary of policy presentations including revisions and updates from the meeting:

-- **OP 01.30**: Data Governance. This policy establishes the structure and authority for data governance at MSU. Data governance operates through a two-tier structure formed by the Data Governance Executive Council that holds institutional authority and a Data Governance Committee that exercises that authority through active oversight, standards-setting, and recommendation. This policy enables these entities to act and carry out their responsibilities. Council members voted to approve.
-- **OP 30.03**: Management of Copyrighted Site Licensed Computer Software. This update consists of minor changes to add clarity to the policy and to further encourage the use of university-wide site licenses for computer software products where practical. Council members voted to approve.
-- **OP 95.501**: Traffic and Parking Rules and Regulations: This update includes minor changes to add clarity to the policy as part of the University's annual review to ensure compliance with IHL Policy 1107: Enactment of Traffic Rules and Regulations. Council members voted to approve.
-- **OP 01.01**: Policy on Policies: This update adds clarity to the review, revision, and approval process for the University's policies to ensure they are clear, accurate, and relevant. The update also adds clarity to the process for proposing a new policy/procedure, including an extension of

the time for review of academic operating policies/procedures, as requested by the Robert Holland Faculty Senate. Council members voted to approve.

The following consent agenda policies include minor or no changes:

-- **OP 01.10** Information Security Policy

-- **OP 01.16** Provision of Information Technology Resources

-- **OP 01.25** Privacy of Electronic Information

All three of the aforementioned IT policies have similar minor updates to reference the Information Technology Governance Council appropriately and make other adjustments such as updated references to existing operating policies.

-- **OP 06.03** Trademark Licensing: This very minor update changes the name of the licensing agency to Affinity Licensing.

-- **OP 91.175** Health Insurance and Repatriation Insurance for International Students: This is a minor update to remove a statement as the Longest Student Health Center does not offer repatriation or medical evacuation insurance.

All consent items were approved.

- Faculty Senate-no meeting, Dr. Whitney Crow is the new president.
- Standing Committee Review Board-no meeting
- Conflict of Interest Committee-no meeting
- Information Technology Governance Council (ITGC)-July meeting was cancelled; next meeting is scheduled for August 27th.

b) Vice-Chair – Libbi Havelin

- Faculty Housing Appeals Committee- no meeting
- Parking Survey-Ad Hoc Committee- no meeting

c) Policies and Procedures Committee Chair – Samantha Nall

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d) Communications Committee Chair – Allison Matthews

- BullyWatch-
- Newsletter- August newsletter went out last week.
- Website, Facebook, Twitter- Website has been updated, still a few changes to be made.

e) Awards & Scholarships Committee Chair – Jessica Rahim

- Department Donations/Fundraisers- no update
- Summer Awards-16 applications: 3 were not registered for summer and 1 was a previous winner in Spring 2026. The 12 remaining eligible applicants were put in random draw and 2 winners were chosen. They were notified and sent back a big thank you.

f) Events Committee Chair – Lisa Dye and Ogo Johnson

- Fall Sales- Divisions have been asked to submit a design this year to go on a black sweatshirt. Staff Council will decide the winning design. Still need to decide on location and if it will be combined with the meet & greet.
- Staff Development Conference-Dr. Shaw is available for December 15th so that is the day. Everyone should save the date to be available as we start planning. Evaluations will be reviewed to help with sessions.
- Meet & Greet-Location and dates to be decided. Time of day will also determine if we do coffee & donuts, ice cream or potentially having Chic-fil-A again.

5. Ongoing Business

a) Discussed possibility of creating a staff cookbook.

6. New Business

a)

11:16 AM Meeting Adjourned

Next scheduled meeting: September 9th, 2026

University Committee Assignments 2026-2027

University Committee	Staff Council Representative (Backup)
Athletic Council	Lynn Palmer Purnell (Connor Simmons)
Calendar Committee	Connor Simmons (Lynn Palmer Purnell)
Dining Advisory Committee*	Courtney Headley (Missy Carter)
Employee Benefits Committee	Lateshia Butler (Dominique Belcher)
Health and Wellness Committee	Elizabeth Pinta (Derek Klipstein)
Instructional Technology Advisory Committee	Dominique Belcher (Cheron Snow)
Parking and Traffic Regulations Committee	Timothy Hopkins (Stacey Wilkinson)
Performing Arts Committee	Davie Jones (Madeline Demetriou)
Recreation Advisory Committee	Cambrie Frizzell (LaKitha Murray)
Satisfactory Academic Progress Committee* **-had 23 to review.**	Joni Branning (Timothy Hopkins)
Special Events & Game Day Operations	Hannah Howell (Caitlin Telle)
Sustainability Committee	Chantel Solis-McCoy (Elizabeth Pinta)
Traffic Appeals Committee-**June and July has been completed.**	LaKitha Murray (Kathy Brown)
Workplace Safety Committee	Hunter Goodson (Alena Jones)
Work-Life Wellness Committee-**met, working on website with a December target, discussed presenting at SDC this year.**	Ashley Patterson (Nicole Medeiros)

**not an official university standing committee*

Staff Council Committee Assignments 2026-2027

Communications Committee
Allison Matthews – CHAIR
Stacey Wilkinson
Connor Simmons
Lynn Palmer Purnell
Madeline Demetriou
Davie Jones

Policies and Procedures Committee
Samantha Nall – CHAIR
Elizabeth Pinta
Dominique Belcher
Lateshia Butler
Cambrie Frizzell
Timothy Hopkins

Awards & Scholarships Committee
Jessica Rahim – CHAIR
Nicole Medeiros
LaKitha Murray
Joni Branning
Hunter Goodson
Alena Jones

Events Committee
Lisa Dye – CO-CHAIR
Ogo Johnson – CO-CHAIR
Missy Carter
Hannah Howell
Courtney Headley
Kathy Brown
Caitlin Telle
Derek Klipstein
Cheron Snow
Chantel Solis-McCoy