



General Meeting Minutes

Date: September 9, 2026
Time: 10:30 AM

Location: 301 Research Park, Rm 813

Dominique Belcher A
Joni Branning P
Kathy Brown P
Lateshia Butler P
Missy Carter P
Madeline Demetriou P
Lisa Dye P
Cambrie Frizzell A
Libbi Havelin P
Courtney Headley A
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 A
Chantel Solis-McCoy A
Caitlin Telle P
Stacey Wilkinson A
Katelyn Wright P

- 1. APPROVAL OF AUGUST MINUTES** – For a motion to approve August minutes, Libbi provided the first and Lisa the second. The motion passed unanimously and minutes were adopted.
- 2. APPROVAL OF AUGUST FINANCIALS** – For a motion to approve the August financials, Davie provided the first and Lynn the second. The motion passes unanimously and financials were adopted.
- 3. COMMITTEE REPORTS**
 - a) Chair – Ashley Patterson**
 - Alumni Association National Board-no meeting
 - Conflict of Interest Committee-no meeting
 - Faculty Senate- Meeting was held on August 21st. Dr. Jason Hernandez, Chief Human Resources Officer and Dr. Shaw, Provost were guest.
 - Dr. Hernandez discussed the HRM Strategic Framework that is guiding his work as CHRO. Some of his biggest focuses include accessibility and engagement, innovation, talent recruitment and retention, and professional development. He also discussed the need for collecting data to drive HRM strategies and solutions and conducting an institutional wide engagement survey.

- Dr. Shaw discussed the establishment of the Faculty Roles & Responsibilities Working Group to address faculty promotion, rank, and title questions and concerns related to such. For example, some questions raised included what qualifies promotion from Instructor II to III, and how do you differentiate between different types and levels of faculty positions? Dr. Stacey Haynes, former Faculty Senate President, will lead the group.
- Information Technology Governance Committee (ITGC)-Meeting was held August 27th. The following was discussed:
 - Tom Ritter provided a security update. One issue of constant concern is phishing/email threats. The implantation of DUO helped to reduce threats significantly, but the number of comprised accounts is on the rise. There are nearly 500 devices under review for vulnerability, with 100K malicious IP addresses blocked. Each unit can request an assessment of their IT security vulnerabilities.
 - Trey Breckenridge discussed the Software Sprint Team and the development of a university-wide inventory database of software used and standard procedures for acquisition and use. Planning is ongoing.
 - Dr. Julie Jordan announced the establishment of an enterprise data request form to streamline all data requests through ITS. Data includes institutional data that may be used for grants, research, etc. The form is currently being developed and will be implemented soon. She also discussed the goal of getting more employees to use AI tools that are under MSU sponsored accounts and reduce private account usage for business.
 - The committee approved the creation of a sub-committee titled IT Operations Leaders to include all IT leaders from across campus units.
 - Handouts for OP 01.12 and Phishing were shared with the Staff Council Exec Team.
- Master Plan and Develop Advisory Committee-no meeting
- President's Executive Council- Meeting was cancelled but an email vote was requested for the following consent agenda items:
 - HRM 60.104 Employment Authorization
 - HRM 60.109 Records Management and Security
 - HRM 60.112 Contracts and Annual Pay Notification Letters
 - HRM 60.113 Termination of Employment
 - HRM 60.120 Drug-Free Campus
 - HRM 60.322 Remote Operations and Administrative Closing Compensation
 - HRM 60.323 Staff Compensation Program
 - HRM 60.324 Flexible Work (Flexwork) Arrangements
 - HRM 60.401 Guidelines for Employee Conduct
 - HRM 60.416 Conflict of Interest/Ethics

- HRM 60.503 Performance Appraisals
- Standing Committee Review Board-no meeting

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

- SC Bylaws and Constitution-no update

d) Communications Committee Chair – Allison Matthews

- BullyWatch- Have chosen a winner.
- Newsletter- Will go out 9/10 to include BullyWatch winner, fall sales information and winning design.
- Website, Facebook, Twitter- Website is still being updated. Will get access to socials.

e) Awards & Scholarships Committee Chair – Jessica Rahim

- Department Donations/Fundraisers- no update
- Fall Awards- November 12-18, email should go out November 6th with announcement.

f) Events Committee Chair – Lisa Dye and Ogo Johnson

- Fall Sales- September 14th-30th- Information on ordering will go out in the newsletter. Distribution will be a day during homecoming week. A signup genius will be sent out to sign up for a time. This year shirts will be \$30.
- Staff Development Conference- December 15 in Old Main. Dr. Shaw will give the welcome and Dr. Jason Hernandez will be the keynote. Chairs of committees will be reaching out to members for planning. A signup genius will be sent out to sign up for day of assignments. We will meet the day before to set up. Everyone should be gathering door prizes from departments.

- Meet & Greet-October 14 -9:00-10:30 before our regular meeting, location TBD. We will have donuts and coffee.

4. Ongoing Business

- a) Ideas for MSU's 150th Anniversary (2028): Along with a cookbook idea. Have one of our events themed around 150. The shirt for Fall Sales or Staff Appreciation Day could include 150.

b)

5. New Business

- a) New AI Committee-A new university committee has been formed. The chair asked for Staff Council Representation, Davie Jones will serve as primary and Stacey Wilkinson as backup.

11:15 AM Meeting Adjourned

Next scheduled meeting: October 14th, 2026

University Committee Assignments 2026-2027

University Committee

Staff Council Representative (Backup)

Advisory Committee to AI-3 new AI positions, planning to have AI workshops, and a student task force is being created. Reach out if your department has any interesting AI cases/uses.	Davie Jones (Stacey Wilkinson)
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*-Received 10 to review.	Joni Branning (Timothy Hopkins)
Special Events & Game Day Operations-Received email to approve the purchase of surveillance camera towers.	Hannah Howell (Caitlin Telle)
Sustainability Committee	Chantel Solis-McCoy (Elizabeth Pinta)
Traffic Appeals Committee-August report received, Should be getting this month soon.	LaKitha Murray (Kathy Brown)
Workplace Safety Committee	Alena Jones (Katelyn Wright)
Work-Life Wellness Committee-Working to update website.	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
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
Katelyn Wright