General Meeting Minutes

Date: August 9, 2023

Time: 10:30 AM

Location: 301 Research Blvd

Latara Arterberry P

Darrell Banks P

Sophia Barnett P

Dominique Belcher P

Joni Branning P

Lateshia Butler P

Amber Box P

Melanie Chesser P

Jason Cory P

Lisa Dye P

Libbi Havelin P

Courtney Headley P

Timothy Hopkins P

Melissa Inmon A

Veronika Jelinkova P

Ogorchukwu Johnson P

Cambrie Johnston P

Natalie Krol P

Kelly LaSalle A

Matthew Mackey P

Summer Mord P

Ashley Patterson P

Kenner Patton A

Cindy Ratcliff A

Chantel Solis-McCoy A

Elizabeth Standley P

Cristi Stevens P

John Michael VanHorn P

Anna Webb P

Catherine Williams A

Orly Hardin P

1. **NEW MEMBER INTRODUCTION** All SC members briefly introduced themselves. To welcome new members and ease their way into SC duties, prior to the general meeting, a short meeting was hosted by Anna and Jason just for the new members. This is the first time SC have done this. The goal was to help explain certain expectations, attendance, and responsibilities. Jason discussed committee assignments.
2. **APPROVAL OF JUNE MINUTES** Lisa Dye made a motion to approve the June minutes with Elizabeth Standley providing the second. The motion passed unanimously.
3. **APPROVAL OF JUNE/JULY FINANCIALS** Lisa Dye made a motion to approve the June financials with Elizabeth Standley providing the second. The motion passed unanimously. Elizabeth Standley made a motion to approve the July financials with Lisa Dye providing the second. The motion passed unanimously.
4. **COMMITTEE REPORTS** 
   1. Chair – Jason Cory
      * Master Plan and Develop Advisory Committee: no meeting
      * Alumni Association National Board: not met
      * President’s Executive Council: met July 24

The following 6 policies were updated and approved: OP 91.100, OP 56.08, OP 56.09, OP 70.07, OP 79.03, and AOP 13.24. After the meeting, the updates in OP 95.501 passed in email and policy is in effect.

* + - Faculty Senate: not met over Summer, will meet in August for a first meeting.
    - Standing Committee Review Board: haven’t met but there will be a meeting this Fall called by Dr. Dunn. Jason will push for a meeting to evaluate and review all university standing committees and take a full look at them to ensure they are actually operating.
  1. Vice-Chair – Anna Webb
     + Faculty Housing Appeals Committee: no appeals yet
     + President’s Committee on Planning: no meeting
     + Information Technology Council: met, Jason stepped in for Anna. Per Trey Breckenridge, the new Chief Tech Trsf Off, the IT Council will take a bigger role. All required administrative Banner training in now available online by a CANVAS course, there are 6 self-paced modules. The big change is new hires will have access before the training is completed. Technology upgrades in smart classrooms is back ordered and are prioritized on the need. JAGGAER has been purchased for procurement. The Adobe Creative Cloud Team gave presentation on campus to the Deans and VPs and held 3 sessions. They need more buy in. Big change this year in this 3-year contract is they lowered the student licenses from $150 to $50 to promote that. If there aren’t enough buy ins, the contract can’t be justified and might go away. From the security standpoint, everyone will be getting new ID cards within a year. ITS had issues coding them but worked the bugs out. Tik Tok ban is now in effect by the order of state, and you should not be able to access it. There is a complete list of all state banned sites, hardware, and technologies available. There is a concern about students using VPN. Honor system for I-phone issued by MSU because they don’t have ability to regulate engagement with prohibited sites. There will be guidance on Artificial Intelligence in near future.
     + Blue Cross & Blue Shield of MS Foundation: no meeting
  2. Events Committee Chair – Lisa Dye
     + Fall Sales/Meet & Greet: Had Meet & Greet last week for some of the Staff that recently graduated. 170 people were invited, about 10 or so showed up, but those people were appreciative. This was a first-time event but would like to do it on a yearly basis. For Fall sales we will be selling sweatshirts or jackets for Homecoming. This should also be a fundraiser for SC scholarships. We need to look into pricing and other issues, like quality.
  3. Policies and Procedures Committee Chair – John Michael VanHorn
     + Staff/SAD Survey: Staff survey has gone out for all IHL institutions.
  4. Communications Committee Chair – Latara Arterberry

The committee has been corresponding by email. They will meet first Monday every month.

* + - BullyWatch: 1 person nominated in July, and the nominee was notified, waiting on the gift card, and then it will be posted to the website.
    - Newsletter: didn’t have a newsletter but there will be one every other month, usually even months.
    - Website, Facebook, Twitter: SC info was updated for everyone. Any corrections needed can be requested by email to Latara.
  1. Awards & Scholarships Committee Chair – Veronika Jelinkova
     + Summer/Fall Awards: Summer is considered all one. The Summer application is now open and there will be a reminder email sent out so people can put the applications in by Friday. Up to 4 $300 awards will be awarded.
     + Department Donations/Fundraiser: Last year we did a fundraiser with selling sweatshirts and then did a push with requesting donations from departments and colleges. When the scholarship was initially set up with money, there was 1 or 2 awards a semester at $200, now we say up to 10, which is our goal each semester. We have been able to get it up to 7 at $300. The scholarship award goes directly to their student account. There was no reoccurring replenishment plan of the scholarship fund set up when established.

1. **Ongoing Business:** none that aware of
2. **New Business**
   1. Staff Development Conference – is in December. This year there will not be a special committee. We are trying to bring the event completely in house for Staff Council and fully organize the conference. Jason is in process of setting up a meeting with Dr. Shaw to get his approval. We need to check on the date, prefer for it not to be on Monday due to set up work required prior to the day of conference.

**11:48 AM Motion to Adjourn** with Christy providing first and Lisa second. Next scheduled meeting: September 13, 2023

**University Committee Assignments 2023-2024**

**University Committee Staff Council Representative (Backup)**

Athletic Council Cristi Stevens (Lateshia Butler)

Calendar Committee Natalie Krol (Courtney Headley)

Community Engagement Committee Joni Branning (Darrell Banks)

Conflict of Interest Summer Mord (Melissa Inmon)

Dining Advisory Committee\* Libbi Havelin (Cristi Stevens)

Employee Benefits Committee Orly Hardin (Cindy Ratcliff)

Health and Wellness Melanie Chesser (Timothy Hopkins)

Inclusive Excellence Leadership Ogorchukwu Johnson (Summer Mord)

Connected with Rasheda Forbes

Instructional Technology Advisory Committee Darrell Banks (Kenner Patton)

Parking and Traffic Regulations Committee Elizabeth Standley (Chantel Solis-McCoy)

Met July 24

Performing Arts Committee Cambrie Johnston (Amber Box)

Performances are finalized for the Lyceum Series, and ticket purchase information was shared with the university community.

Recreation Advisory Committee Catherine Williams (Sophia Barnett)

Satisfactory Academic Progress Committee\* Dominique Belcher (Elizabeth Standley)

Special Events & Game Day Melissa Inmon (Libbi Havelin)

Sustainability Committee Matthew Mackey (Natalie Krol)

Will reach out to see if there is a new chair of the committee, because the current one left.

Traffic Appeals Committee Timothy Hopkins (Chantel Solis-McCoy)

There were 10 appeals in June 1-14.

Work-Life Balance Committee Cindy Ratcliff (Ashley Patterson)

\**not an official university standing committee*

**Staff Council Committee Assignments 2023-2024**

**Communications Committee**

Latara Arterberry – CHAIR

Darrell Banks

Sophia Barnett

Dominique Belcher

Cambrie Johnston

Ashley Patterson

**Policies and Procedures Committee**

John Michael VanHorn – CHAIR

Summer Mord  
Matthew Mackey

Orly Hardin

Melanie Chesser

Amber Box

**Awards & Scholarships Committee**

Veronika Jelinkova – CHAIR

Joni Branning

Lateshia Butler

**Events Committee**

Lisa Dye – CHAIR

Libbi Havelin

Timothy Hopkins

Melissa Inmon

Cindy Ratcliff

Chantel Solis-McCoy

Cristi Stevens

Catherine Williams

Ogorchukwu Johnson

Natalie Krol

Kenner Patton

Elizabeth Standley