

**Mississippi State University Staff  
Council Meeting Minutes**

February 13, 2019 @ 10:30 a.m.  
Sanderson Center Conference Room

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

P Amy Adkerson*	P Nathan Gregory*	P Anna Sparks
A Caleb Alford	A Crisler Herndon	P Leigh Stewart
A Heather Andrews*	P Jan High	A Jessica Thornton
A Zac Ashmore	P Angela Hill	P Jason Townsend*
A Amanda Baine	P Kelly LaSalle	P Ronnie White
P Susan Brooks*	A Paul McKinney	P Tiffney Williams
P Julie Burt	P Suzanne Parker	P Lynn Wyman
A Austin Dillard	A Kenner Patton	
P Tamara Gibson	P Chris Pulliam	
A Steph Green	P Mashala Pulliam	<b>*Executive Board</b>
P Savannah Greenlee	A Yvett Roby	

**APPROVAL OF MINUTES:** The minutes from the January 2019 meeting were approved. Motion to approve by Jason Townsend and seconded by Mashala Pulliam.

**FINANCE REPORT:** The January financial reports were reviewed. MSU balance was \$16,398.69 and Foundation balance was \$17,595.41. The Scholarship fund currently shows \$32,181.12. Motion to approve by Nathan Gregory and seconded by Angela Hill.

**Guest Speaker:** Lynn Spruill, mayor of Starkville, was the guest speaker. She talked about a number of projects ongoing or planned for Starkville including the MSU entrepreneurship center located downtown, the partnership school being built on campus, the SMART bus system, and sidewalk and multipurpose paths around town.

**CHAIR'S REPORT (Susan Brooks)**

**The Alumni Association National Board** – nothing new to report. Annual meeting on Feb. 28 & March 1

**Blue Cross & Blue Shield of MS Foundation** – nothing new to report.

**The Faculty Housing Appeals Committee** – one application for extension approved.

**Faculty Senate** – January 11 meeting. Dr. Keenum reported on legislative meetings and state funding for PERS and state aid; bond bills for capital needs; plans for new facilities for kinesiology and CAAD. Myah Emerson talked about the Bulldog Closet that loans professional clothing to students for job interviews. Steve Parrot, CIO, reported that 73 percent of students have enrolled in DUO dual authentication; 6,400 sections have been loaded into Canvas for the Spring; and transitions continue across campus for the new phone system and for Office 365. General Faculty meeting for the Spring semester is on Feb. 19.

**Information Technology Council** – Tamara Gibson attended for Staff Council. Items discussed included:

- 81% of student population have enrolled in DUO. During summer orientation, DUO enrollment will be discussed and emphasized.
- Office 365 – integration this semester. There is no longer a SPAM folder; there is an internal SPAM blocker. Office 365 offers security functionalities that have not previously been available at MSU. Projected goal is to complete migration in academic units before end of Spring semester.
- VoIP migration continues. As of Feb 5, 2,231 active VoIP lines on campus. Working with CSpire on a few obstacles.
- Canvas – 6,500 sections loaded. ITS is collaborating with Athletic Academics to develop an LTI that will allow athletic advisors to monitor athlete’s assignments and course progress. MSU has begun a Canvas Users group to help users share ideas and learn more about the LMS.
- Everbridge emergency management system now in place. Provides four modes of communication: app, text, phone, and email. Benchmarks in delivery show that CSpire’s text delivery is slower than other cellular providers.
- Banner 9 Self Service, also known as Banner Web or myBanner, is the second phase of the Banner 9 upgrade. ITS is working to create the new web pages and will release them as they are completed.

**Master Plan and Develop Advisory Committee** – Email votes were taken on February 14 related to a project at the Union and to road closures around Humphrey Coliseum when renovations begin on the building.

**President’s Committee on Planning** – Scheduled to meet again in late March.

**President’s Executive Council** – January 28 meeting was canceled. Next meeting set for February 25.

**VICE CHAIR/ EVENT COMMITTEE REPORT (Jason Townsend)**

Spring social event was attended by about 100 staff members. 30 of those members took action to receive the complimentary membership to the Sanderson Center.

Staff Appreciation Week will continue the health theme. Subcommittees have begun to work on food menus and other initial plans. All members were encouraged to begin soliciting door prizes from local businesses for SAD.

**POLICIES AND PROCEDURES COMMITTEE (Heather Andrews)**

- No updates

**COMMUNICATIONS COMMITTEE (Nathan Gregory)**

- The Twitter handle for SC will be @msstate\_staff. Encourage fellow staff members to follow SC on Twitter.

**AWARDS & SCHOLARSHIPS COMMITTEE (Amy Adkerson)**

- The deadline for summer term applications needs to be determined.

## ONGOING BUSINESS

- Support Staff Conference – a small committee has met. Next step is to solicit representatives from units to serve on the larger planning committee.

Zacharias Staff Awards Review – nothing new to report.

Staff Satisfaction Survey Subcommittee – Staff survey is out in circulation. SC members were encouraged to remind other staff members to complete the survey. 614 surveys had been submitted as of today's meeting. Surveys are reviewed for comments and suggestions. Data from these surveys is provided to deans and VPs.

## NEW BUSINESS

- SC will have 7 to 9 open positions at the end of this year. We will conduct interviews in March.
- The Staff Council scholarship account is listed as an option for Hail State Giving Days.
- 3 SC members attended the Salvation Army Red Kettle Thank you reception.
- Anna Sparks will serve as the back up for the Traffic Appeals Committee after the departure of Scott Cagle.
- SC will be represented on three University-Wide search committees for Executive positions:
  - Provost & Executive Vice President – Susan Brooks/ Heather Andrews
  - Associate Dean of the Grad School – Amanda Baine
  - Chief Human Resources Officer – Susan Brooks/Heather Andrews

## STANDING COMMITTEE REPORTS

Athletic Council – January 16 meeting. Bracky Brett from the compliance office gave an overview of legalizing gaming in the state. Mike Richey reported that attendance was up in all sports in 2018 except baseball. The decline in baseball is attributed to the stadium construction. Facility reseating and the renovation of Humphrey Coliseum were also discussed. AD John Cohen reported the best academic year ever for student athletes, with an overall GPA of 3.17, compared to 3.00 average for the entire student body. Next meeting scheduled for Feb. 13.

Calendar Committee – On February 11, the 2020 academic calendar was approved. 2021 was discussed but not voted upon as of yet.

Community Engagement Committee – Applications are due for the faculty development program.

Conflict of Interest – no meeting

Dining Advisory Committee – no report

Employee Benefits Committee - no meeting

Health and Wellness – no meeting

Instructional Technology Advisory Committee – no meeting

Parking and Traffic Regulations Committee- The issue of parking passes for students who are first responders was tabled for a future meeting.

Performing Arts Committee – Met on February 8 to begin considering acts to bring in for the 2019-2020 season.

President's Commission on Status of Minorities – Met on Jan. 30 to finalize the preparations for the Diversity Conference. The conference was held Jan 31-Feb 1 and was a very successful event.

President's Commission on Status of Women – January meeting was canceled. Next meeting scheduled for Feb. 26.

Recreational Advisory Committee – no meeting. Next meeting scheduled for March.

Satisfactory Academic Progress Committee – Spring appeals are underway. Thirteen appeals have been handled since the January meeting.

Special Events and Game Day Committee – no meeting

Sustainability Committee – no report.

Traffic Appeals Committee – no report

Work Life Balance Committee – WLB event has been approved and publicity is underway. DawgPerks postcards are ready for distribution, and window clings for participating businesses have been ordered.

**Meeting adjourned at 12:20 9.m. Next scheduled meeting: Wednesday, March 20, 2019.**

Respectfully submitted,  
Amy Adkerson, Staff Council Secretary