

**Mississippi State University  
Staff Council**

September 14, 2011

10:30 a.m.

**Present:** Amanda Bell, Robbie Black, Amy Burchfield, Allen Cooperwood, Patricia Cox, Mary Dikes, Sherry Fisackerly, Missy Hadaway, Lisa Hearn, Dinah Jenkins, Jane Lewis, Anthony Lowe, Sam Manning, Marc Measells, Mandy Netadj, Jessica Northcutt, Natalie Ray, Cade Smith, Faye Smith, Jonathan Tucker, Mary Vaughn, and Angela Waller.

**Absent:** Linda Perry-Babcock, Penny French, Debbie Huffman, and Adrienne Washington.

**APPROVAL OF MINUTES.** Minutes of the August 10, 2011, meeting were approved as submitted.

**GUEST SPEAKER**

Judy Spencer, Director for Human Resource Management, spoke to Staff Council about the changes in HR related areas. Some of the topics Mrs. Spencer touched on were mandatory orientation for all new employees, the updated human resource website, the new database to build job families and sub-families and identify benchmark jobs, and updates to several human resource policies between now and December. Mrs. Spencer also mentioned collaboration with Staff Council on the new job families database and input from employees through web evaluation forms and job questionnaires.

**CHAIR'S REPORT**

Amanda Bell reported that she attended the Information Security Meeting where it was discussed that ITS has a lock down client computer for large monetary transfers in an effort to prevent hackers from accessing the information. If there are departments on campus that have a use for this, they should notify Mike Rackley.

The Campus Master Plan has been approved and sent to IHL for approval. There will be an upcoming power point presentation for MSU and the Starkville communities to attend.

The Staff Council website is still being updated, and the hope is for it to go "live" on October 1, 2011.

**STANDING COMMITTEE REPORTS**

Game Day Operations. Cade Smith reported the committee is meeting weekly this time of year. A golf cart policy is being enforced. University golf carts are required to have the standard decal and a permit purchased through Parking Services once the decals are applied. Transportation can assist departments in application of the decals. Currently, warnings are being issued to golf cart drivers, but at some point, police will ticket golf carts that do not meet the standard. For the Thursday, September 15, 2011, football game, cars will need to be moved by noon. If they are not moved, every effort will be made to notify the driver; then the vehicles will be relocated to the lot behind the Industrial Education building (not at the owner's expense).

## **COUNCIL COMMITTEE REPORTS**

Dinah Jenkins, Publicity Chair, and Sam Manning, Co-Chair, brought samples of the pullover suggested as the item to sell to staff at homecoming for \$20. Staff Council voted on the jacket, approving it with “staff” and the bulldog screenprinted on it.

## **OLD BUSINESS**

Amanda Bell reported that the Health Benefit Fair went well and thanked everyone for participating. She mentioned that better advertising for next year might be beneficial.

## **NEW BUSINESS**

Strategic Planning Meeting. Amanda Bell discussed an opportunity for Staff Council to go over plans for the year and participate in team building exercises. The meeting is scheduled for October 11<sup>th</sup> and will be an all day event off campus. If anyone cannot attend, they should email Betty Purvis. This is considered university leave, not personal leave, and if anyone needs documentation for such, please see Amanda Bell.

Staff Opinion Survey. Cade Smith reported that the Executive Committee for Staff Council has made edits to be incorporated into the published results from the survey. Results should be finalized for publication on the web soon. It is planned that the results will be sent to the Vice Presidents and Directors as well.

## **FINANCIAL REPORT**

Amanda Bell reported that the E&G fund has a balance of \$19,905.05; the Foundation account has a balance of \$29,318.97.

There being no further business, the meeting was adjourned at 11:55.

Respectfully submitted,

Mandy Netadj, Recording Secretary  
September 26, 2011