

**Mississippi State University
Staff Council**

October 9, 2013

10:30 a.m.

Present: Susan Brooks, Amy Burchfield, Mary Dikes, Sherry Fisackerly, Tamara Gibson, Shauncey Hill, Jane Lewis, Marc Measells, Jenna Mosley, Natalie Ray, Cade Smith, Faye Smith, Bekah Sparks, Angela Waller, Alex Washington, Dan Whatley.

Other Present: Casey Finch

Absent: Ann Carr, Lisa Hearn, Sharon Hewlett, Penny French, Kenneth Graves, Mandy Netadj, Jessica Northcutt, Linda Babcock, Toni Roberson, Adrienne Washington

GUEST SPEAKER: Dr. Bill Kibler- “Smoke-Free Campus”

The “Smoke-Free Campus” policy has not been implemented—it is currently dormant. To date of the policy being discussed at MSU, a large amount (approximately 800) of universities across the country have adopted a smoke-free or tobacco policy. MSU operates on the shared governance policy. This means there is no administrative edict that could put the policy in place. It must be agreed upon by Staff Council, Senate Association, and Faculty Senate. Staff Council voted on and supported the policy suggested last year. Student Senate sent a list of pros and cons, but did not put it forward to vote. Faculty Senate sent essentially the same. With only Staff Council as a clear vote submitted, there was not enough support elsewhere to convince a motion to send to the Executive Council. MSU survey statistics done during studies at the time of the policy discussions, suggested that most people supported the smoke-free or tobacco free policy. Governing body representatives were not as supportive as expected from the survey results. There was never a concrete suggestion. The policy was continuously being changed and adjusted making it hard to ever reach a final draft.

Dr. Kibler reminded Staff Council about the ribbon cutting for Chaddwick Lake Walking Track next week paid for by Blue Cross Blue Shield, which encouraged the Smoke Free Campus being enacted on MSU campus prior to donating the funds for the walking track. After Dr. Kibler spoke, Staff Council discussed if they wanted to push the issue of the policy. Cade Smith suggested Faculty Senate and Student Senate be contacted to see where they stand on putting the policy it to a vote.

APPROVAL OF MINUTES

Minutes from the September 11, 2013 meeting were approved with corrections.

FINANCIAL REPORT

The financial report was approved as submitted.

CHAIR’S REPORT

- **Executive Council** – has not met
- **Faculty and Staff housing Appeals** – has not met

- **Information Technology Council**
- ❖ Discussed the migration overview.
- ❖ October 15-17 is cyber awareness
- ❖ The affiliate's policy was a departmental policy for ITS.
- ❖ Updated council on the rough timeline in implementing the migration to the new email system, and said they are on track.
- ❖ Discussed the start of upgrading the messenger system to Microsoft-Lync which is not compatible with our current system. The Lync messaging system offers features such as video conferencing and file sharing.
- ❖ Discussed how the over-all migration would take place across campus and individual units. If it would be departmental, administrative (and filter on down) or just all at one time. Issues of equipment upgrades and training sessions have to be considered.
- Discussed Email address forwarding and the legal issue with retrieving correspondence from the MSU servers involved with people forwarding MSU business email directly to personal email accounts that are not MSU owned.
- **Master Planning**-has not met
- **President's Committee on Planning** – has not met
- **Alumni Board**
- ❖ Met on October 4
- ❖ Tommy Roberson-New President
- ❖ Jeff Davis-New Director
- ❖ Dr. Mark Keenum – Reported some recruiting facts regarding MSU.
 - Average ACT score for incoming freshman was a 24.
 - Ole Miss consistently has a larger freshman class, but we have a larger sophomore and graduating class.
 - Tuition rates are the lowest in the SEC. Florida looks lower, but once fees are processed, it ends up being more.
 - YMCA renovation discussed.
 - Library addition discussed.
 - Meat Building construction discussed.
 - The Bond Bill allowed for 12 new shuttles will be purchased. Of those, 10 will be for shuttle routes, 2 for city routes.
 - Discussion of the C-Spire addition to the Research Park right off of the highway. (This will be included in the completion of Phase 1)
 - Phase 2 will consist of the entrance into the North Farm.
- ❖ Scott Stricklin discussed his recruiting strategy. His largest recruiting point is MSU is a big school in a small town. Students come to go to class, socialize and participate in MSU events, not for big city life.
- ❖ John Rush discussed the new capital campaign that should roll out Homecoming weekend. They did a study of Texas A&M's foundation efforts and to reflect their approach.

STANDING COMMITTEE REPORTS

Athletics Committee – discussed revenue and the audit. Bekah could not report on exact numbers because they were not available at the committee meeting.

Calendar Committee – has no more scheduled meetings.

Community Engagement Committee – has not met.

Conflict of Interest – has not met

Dining Advisory Committee – emails have been sent to the committee concerning LSU, Bowling Green, and Kentucky games and activities.

Diversity Committee – has not met

Efficiencies & Innovations Advisory Committee – The committee will be starting an educational campaign about travel. This will provide education on when to use university vehicles versus personal vehicles. The committee discussed overtime and employees that have earned over 5,000 hours in the previous fiscal year. The position of Business Managers was visited with the hopes of possible career paths being offered. Not every department/college is the same and each has different scopes.

Employee Benefits Committee – has not met

Financial Aid Appeals Committee – Representative not present

Game Day – The Student Association will host a chili cook-off in the amphitheater during Homecoming. This will result in a road closing. Maroon Madness (basketball event) will be Friday night in the Junction.

Information Security Committee – Hackers/phishing attack are at an all time high compromising accounts. Suggest employees to look for the lock in the URL and for strange characters in the URL. Cyber crime is on the rise. Banner accounts are being compromised and re-routing bank accounts. Copyright infringement is down.

Information Technology Advisory Committee – scheduled to meet Oct. 18

President's Commission on the Status of Minorities – has not met

Recreation Advisory Committee – Representative not present

Traffic Appeals Committee – Representative not present

Traffic Policy Committee – did not meet

Work-Life Balance Committee – Jessica was not present, but she sent an update: Work-Life Balance is partnering with Staff Council on November 19 for an educational event. The topic is

family care. Tentatively, they plan is to discuss Elderly Care in the morning and Child Care in the afternoon.

COUNCIL COMMITTEE REPORTS

Communications Committee – The new Facebook page has been launched. Tamara and Jenna are both admins on the page. Tamara reported that there are already 234 “likes” on the page. The Staff Council website has been updated. Please check your information to verify it is correct. There has been a member by division section added to the page. The minutes on the page are now current.

Communications committee met yesterday to plan for the October newsletter to go out by next week. The spotlight section will be an new section in the newsletter to feature someone that works on campus. There will be articles about stopping spam, open enrollment, and the Bullring.

The Facebook page will feature a Homecoming photo challenge to encourage traffic to Staff Council by means of Facebook. The winner will receive a gift as a result of having the most “likes” on the photo.

The communications committee asks that you please fill out your Staff Council Member profile and send it back so we will be able to highlight a Staff Council Member each month in the newsletter.

The communications committee plans to get information cards made to go in the new member binders as to aid in educating employees about Staff Council upon being hired.

Events Committee – We ran out of small jackets during the pre-sale, so we placed an additional order of 60 smalls that have already been sold. We also ordered 20 mediums. Currently there are 35 XL, 22XXL, and 8 XXXL’s available.

Policy and Procedures Committee – Discussed the Nepotism policy and agreed that nothing needed to be changed. Casey will be contacting HRM to see if someone can speak on the Nepotism Policy for further education. Discussion of Tuition Remission is still going on, and the committee continues to collect information.

OLD BUSINESS – none

NEW BUSINESS - none

MEETING ADJOURNED – 11:30 a.m.

Respectfully submitted,

Casey Finch, Staff Council Office Associate
October 9, 2013