General Meeting Minutes

Date: April 9, 2025

Time: 10:30 AM

Location: 301 Research Blvd

Darrell Banks A

Sophia Barnett P

Dominique Belcher P

Joni Branning P

Lateshia Butler P

Jason Cory P

Lisa Dye P

Cambrie Frizzell P

Hunter Goodson A

Tiffanie Hancock P

Orly Hardin P

Libbi Havelin P

Courtney Headley P

Timothy Hopkins P

Hannah Howell A

Melissa Inmon A

Veronika Jelinkova P

Ogorchukwu Johnson P

Kelly LaSalle P

Matthew Mackey P

Summer Mord P

Samantha Nall A

Ty Nichols P

Ashley Patterson P

Addison Patrick P

Jessica Rahim P

Cindy Ratcliff P

Chantel Solis-McCoy A

Elizabeth Standley P

John Michael VanHorn P

Catherine Williams A

1. **APPROVAL OF MARCH MINUTES** For a motion to approve the March minutes, Lisa provided the first and Libbi the second. The motion passed unanimously, and minutes were adopted.
2. **APPROVAL OF MARCH FINANCIALS** For a motion to approve the March financials, Matt provided the 1st and Elizabeth the 2nd. The motion passed unanimously, and financials were adopted.
3. **COMMITTEE REPORTS**
	1. Chair – Jason Cory – reported, none of the committees have met.
* Master Plan and Develop Advisory Committee
* Alumni Association National Board
* President’s Executive Council
* Faculty Senate – coming up this Friday.
* Standing Committee Review Board
* Conflict of Interest Committee

* 1. Vice-Chair – Cambrie Frizzell – reported, not heard anything.
* Faculty Housing Appeals Committee
	1. Events Committee Chair – Libbi Havelin and Ogo Johnson – reported.
		+ Staff Appreciation Day (SAD) – will be held at the Junction on May 23d.

The T-shirt design contest received 572 votes for first place and 569 votes for second place. Libbi said we need to set a t-shirt price. If up to 500 ordered then our cost is $7.15 if 500+ ordered then cost is $6.90 per piece. The purchase price will be $15 across the board for all sizes, even though sizes 2x and 3x have extra cost charges.

There will be a distribution day with 2 time slots designated for T-shirt picking up, preferably at the Bost Breezeway or Memorial Hall. The pickup day will be announced.

Regarding donations, Lisa said 21 businesses were contacted with 14 promised to donate. Jason will send out an email request to the departments for donations and we will go shopping for prizes.

Timothy said an email will go out with a request for volunteers to help. Catherine sent out the Zacharias Award postcards to seek deserving staff nominations.

The activities typically do not change but we will have a photo booth again this year, karaoke, and DJ. TV displays will be obtained from the Event Services along with other equipment. A walkthrough will be scheduled for the 19th of May.

For food the main meal will be burgers, nachos, baked beans, veggie option and then things like hot dogs, popcorn, ice-cream, snow cones and beverages. The quotes are being considered.

* Graduating Staff Recognition – all graduated staff will be featured on the main Staff Council website.

* 1. Policies and Procedures Committee Chair – Matthew Mackey, reported that he followed up on the overtime issue and closed the loop on that because the university policies are based on certain standards.
* Staff Council By-laws/Constitution – Matt highlighted the most recent updates and cleaned up the wording. 2/3ds of plenum are needed to vote, which we had so the vote happened with nobody opposing. The documents will be sent to the President’s office after legal review. Nondiscrimination piece will be used from MSU approved language. The bylaws and constitution were adopted after the vote.
	1. Communications Committee Chair – Dominique Belcher – reported.
* BullyWatch – continuing receiving nominations.
* Newsletter – went out.
* Website, Facebook, Twitter – a website maintenance was performed.
	1. Awards & Scholarships Committee Chair – Veronika Jelinkova – reported.
* Spring Awards – 4 spring awards will be announced through Campus Announcement. Application will open for a full week of April 24-30 after the last day to withdraw from the classes. Two criteria must be met to be considered eligible for award – must be a current MSU staff member and must be taking a class in the Spring semester.
* Department Donations/Fundraisers
1. **Ongoing Business**
	1. We need to identify a new space for our storage facility.
2. **New Business** – Officer Elections – per bylaws we are allowed to accept nominations on the floor. The vote happened electronically using the SC page for electronic vote. The officers elected are Chair – Sophia Barnett, Vice-Chair – Ogo Johnson, and Recording Secretary – Samantha Nall. Lisa Dye volunteered to be a new Events Chair.

 **11:25 AM Adjourned**

 Next scheduled meeting: May 14, 2025

**University Committee Assignments 2024-2025**

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

Athletic Council – met, heard from a new soccer coach. Will meet again today.

 Lateshia Butler (Lisa Dye)

Calendar Committee – no meeting. Courtney Headley (Jessica Rahim)

Dining Advisory Committee\*- Sophia reached out, they had not met this year.

 Sophia Barnett (Orly Hardin)

Employee Benefits Committee – no meeting. Cindy Ratcliff (Orly Hardin)

Health and Wellness – no meeting Timothy Hopkins (Darrell Banks)

Inclusive Excellence Leadership Darrell Banks (Tiffanie Hancock)

Instructional Technology Advisory Committee – meeting is on the April 15.

 Lisa Dye (Catherine Williams)

Parking and Traffic Regulations Committee – quick meeting to approve closures, which will not affect main traffic. Elizabeth Standley (Addison Patrick)

Performing Arts Committee – no meeting. Summer Mord (Samantha Nall)

Recreation Advisory Committee – no meeting. Catherine Williams (Sophia Barnett)

Satisfactory Academic Progress Committee\* - no meeting. Joni Branning (John Michael VanHorn)

Special Events & Game Day – no meeting. John Michael VanHorn (Summer Mord)

Sustainability Committee Chantel Solis-McCoy (Ty Nichols)

Traffic Appeals Committee Melissa Inmon (Hunter Goodson)

University Workplace Safety Committee – no meeting. Matthew Mackey

Work-Life Balance Committee – no meeting. Ashley Patterson (Hannah Howell)

  \**not an official university standing committee*

  **Staff Council Committee Assignments 2024-2025**

**Communications Committee**

Dominique Belcher – CHAIR

Hunter Goodson

Tiffanie Hancock

Courtney Headley

Melissa Inmon

Ty Nichols

**Policies and Procedures Committee**

Matthew Mackey – CHAIR

Orly Hardin

Summer Mord

Samantha Nall

Ashley Patterson

Jessica Rahim

**Awards & Scholarships Committee**

Veronika Jelinkova – CHAIR

Joni Branning

Lateshia Butler

Hannah Howell

Addison Patrick

Elizabeth Standley

**Events Committee**

Libbi Havelin – CO-CHAIR

Ogo Johnson – CO-CHAIR

Darrell Banks

Sophia Barnett

Lisa Dye

Timothy Hopkins

Cindy Ratcliff

Chantel Solis-McCoy

John Michael VanHorn

Catherine Williams