

**THE UNIVERSITY OF SOUTHERN MISSISSIPPI
STAFF COUNCIL MINUTES
May 3, 2005**

1.0 Call to Order

President Kittrell called the meeting to order at 10:27 a.m.

The following members were present:

Robin Barnett, Beth Bosarge, Kalin Butirich, Melissa Carpenter, Steve Coleman, Mathew Cox, Kameron Dale, Carol Dunaway, Tommy Dye, Wynde Fitts, Michelle Fleming, Keri Hensarling, Myra Herndon-Wade, Kathryn Hood, Valerie Horne, Susan King, Virginia Kittrell, Karen Lott, Bob Lowe, Beverly McNeese, Pam Posey, Billy Sanders, Ray Scott, Ray Stevens, Frances Sudduth, Mary Butler Sumrall, Mary Virgil and Trisha Wilbanks.

2.0 Adoption of Agenda

The agenda was adopted.

3.0 Call for Proxies

The following members were represented by proxy:

Vassie Owens for Toni Stringer, Virginia Kittrell for Ratonia Shaw, and Valerie Horne for Stacey Ready.

The following members were absent without proxy:

Kady Beouei, Susan Blackwell, Kim Busche, Donna Donegan, Diane Green, Stephen Rey, Brad Sumrall and Vicki Watkins.

4.0 Approval of Minutes

4.1 April Proposed Minutes

The minutes of the April regular meeting were tabled until the June meeting.

5.0 Officers' Reports

**5.1 President's Report – Virginia Kittrell
University Planning Committee – April 7, 2005**

The UPC presented the University mission, vision, etc. to Executive Cabinet. Some changes were suggested.

Cabinet – April 11, 2005

Cancelled

Cabinet – April 18, 2005

Dr. Beckett announced that Faculty Senate was finished with their awards and needed to select a Grand Marshal for commencement. Dr. Beckett and others went to Gulf Park Friday. They had a good visit and learned about enrollment/recruiting and customer/student services at Gulf Park. This is a busy time for faculty right now. Many faculty are writing recommendation letters for students. This takes a lot of time because students are applying for dental school, medical school, etc.

Dr. Grimes stated that this is the week of the IHL Board meeting. Several issues will be on the agenda to include name changes, exemptions for 124-hour requirements. There won't be a lot of exemptions. Some degrees require additional courses for certifications/licensures.

Dr. Moore said the commencement information was sent in for the program. Commencement will be May 13. Tina Clark from California will be the speaker.

David Hansen announced that there was the largest attendance at the spring football game than in previous years. Southern Miss will be hosting the men's

conference golf tournament beginning today. Southern Miss will be hosting the Conference USA baseball tournament. Tulane will be here this weekend. The championship games will be May 25-29 and will be nationally televised. \$30 million in projects will begin in the next 12 months. The coliseum renovations are on track. \$6.5 million will be spent in locker rooms, coaches' offices, and the sound system starting in November. That will take 12 months. There is a lot of interest in the baseball suites. The goal is to be completed by February 2006. Suites will be on the press box level. It hasn't been advertised yet, but approximately ten suites have been requested. The stadium renovation will be ADA compliant and will have an elevator.

Dr. Burge announced that \$10.5 million is available for the commercialization project. He has been talking with Cross Link (a company that studies conductive polymers). They signed a contract to do work with Southern Miss. The reason they came to us was because of the reputation with economic development. There have been a number of security attacks to the campus network. He knows of no loss of confidential information. Security is a big and complicated issue. It was determined that the incident of the cats coming in contact with an underground transformer cost the university 200 person days with iTech alone.

Dr. Paul discussed the NCAA certification and said it has been submitted. The committee worked very hard on this. They will get ready for the site visit. This weekend is the Interfraternity Council spring party. Students have three weeks of school remaining and then finals. Dr. Paul and Dr. Grimes met with Ken Malone regarding the honors students. There are record numbers attending Southern Miss. The program is really doing well. More classes need to be opened to accommodate them.

Bob Pierce announced that the Alumni Association's spring board meeting is on Saturday. There has been a lot of prep work for the meeting. The feature story of the next issue of the Talon will be "Freeing the Power of the Individual." He encouraged students to get out to the Tulane baseball game. Bob is working with athletics to put together a large order for the eagle lapel pins in order to get them at a good price. This will be ready to roll out next week.

Jonathan Krebs stated that the Student Body President's Cabinet met this weekend. They will go to Jackson to lobby for student funds. Five universities were represented at the meeting. Southern Miss is the only university that doesn't have a one-card system. Jonathan asked the administration for assistance in getting this accomplished.

Dr. Exline announced that she recently went to Florida. She said it was interesting to see some of the things Southern Miss could do better. The Chairs retreat is Friday. The topic is Gulf Coast communications. Online survey link should be up. A reminder will be sent to students. It will be open April 18 through May 3.

Gregg Lassen reported that the State of Mississippi still has no budget. It is important for people to recognize what Dr. Thames has been trying to do for Southern Miss. Higher education is changing all over the country. There is a lot of resistance, but we must change to survive. There has been some success with the funding formula meeting with the university CFO's. We are going forward with Texas weights. The group doesn't want to implement this because although it would help some universities, it would actually decrease funding for smaller universities and could possibly put them out of business.

Dr. Thames said the budget we get will only be for one year. There is no solution for long-term problems.

Virginia Kittrell announced the date of the next Staff Council meeting. Nominations are being accepted for Outstanding Staff Member Award. She thanked Tim Ryan

for working on funding for the Staff Excellence Awards. Applications are being accepted for the Staff Council Student Scholarship.

IHL – April 21, 2005

Valerie and I attended the IHL meeting on April 21. IHL voted to delay the approval of a multi-year tuition plan so that more information could be obtained before making a decision. The plan will assist students in what to expect over a certain number of years with regard to tuition increases. IHL agreed to use the same funding method for this year as last. The Texas model will be considered for next year. IHL submitted the first reading of the amendment to the Board Policies and Bylaws to add a new policy, Institutional Executive Officer Assessment/Evaluation. Each year, the IHL Commissioner would report to the Board.

The Commissioner, Dr. Crofts, stated that normal items of business will probably be put on the IHL website during the course of the year. They are doing an extensive review of the employee handbook for the board office. Employees provided input, and it has been reviewed by the cabinet and Attorney General's office. It will be posted on the web. The Commissioner's Search Committee has drafted an ad, and it will be placed in several publications this month.

Dr. Thames was presented a resolution from the House of Representatives for his dedication and service for the last 30 years.

Southern Miss has purchased 3707 Montague Boulevard and 304 N. 37th Avenue. Appraisals for both were \$379,500.

There was some discussion about Southern Miss' nursing exam pass rate. Southern Miss went from 95.5% to 75.3%. It was stated that the materials being taught are not the same as what is on the test. Dr. Thames stated that the problem has been rectified. The test information changes every three years. An IHL representative stated that schools are required to prepare a plan for improvement when they receive a less than 75% pass rate.

Cabinet – May 2, 2005

Dr. Thames began the meeting by introducing Mr. Danny Mitchell of the Godwin Group. He will be temporarily filling in for Lisa Mader until her position can be permanently filled. Chris Mapp, Assistant Director for News and Marketing, was also present.

Dr. Thames reported that we may get a 5% reduction in funding. However, he has stressed that we cannot continue down this path. We could get additional funding next year. Jonathan Krebbs asked that if there was a tuition increase and if we obtained additional funding next year, would tuition go back down. Dr. Thames said that is highly unlikely and usually is not the case. Gregg Lassen stated that if we received a 5% reduction in funding, it would take a 12.2% increase in tuition to offset the cut. However, Dr. Thames said the tuition increase would not be that much. We would have to dip into reserves to keep the increase from being that much.

Richard Giannini reported that the baseball season is winding down. We are currently in third place. Although we have lost two of our best pitchers for the year, we have done a good job. We are currently 31-13. There will be six conference games at home. The track team has performed well this year. There will be quite a few events going on the next few weeks. One faculty member talked with Richard about the student athletes and how well they are doing academically compared to those at the university she taught at previously in Florida. The football stadium renovation is coming along well. Twelve baseball suites will be constructed; all of them have been sold. There will be a picnic this afternoon for athletes. Some children will be in attendance and will have a host of games for them. The event will begin at 5:00 in the stadium.

Bob Pierce announced the spring issue of the Talon will be mailed this week. The cover is the best yet. He thanked Richard for being at some of the recent events, and the alumni appreciate their involvement as well. Dr. Joe Paul will be speaking at the junior recognition event tonight. Bob passed out eagle lapel pins and order forms for them. The Alumni Association is helping to get together a large order so that the cost of the pins can be kept to a minimum. Departments desiring to order lapel pins can do so for \$.70 each with a minimum 250 order. If you need an amount smaller than 250, contact Bob.

Jonathan Krebbs stated that he has raised approximately \$10,000 for Eagle Palooza. The goal is \$35,000. He is still working on the one card system. He has met with Homer Coffman. New cards will be ordered in the next week or so for freshmen.

Dr. Joan Exline provided a handout of Trends in Faculty Retirements and Departures as of April 28, 2005, from Human Resources. Based on rumors and comments made about the large number of people retiring and leaving, she distributed information that reveals the actual numbers for the last few years.

Dr. Dave Beckett played in a softball game this weekend, faculty vs. graduate students, with faculty defeating students 10-9. This is the last week of classes before exams. Jonathan Krebbs mentioned that some professors were giving finals early and during dead week. Dr. Thames asked Dr. Beckett what he thought should be done. This is not in compliance with university policy. Dr. Beckett stated that he did not agree with professors giving exams early, and they should be reminded of the policy. Dr. Thames said the issue will be brought up in Executive Cabinet. The next IT Advisory Committee meeting will be Thursday, May 12. Dr. Beckett thanked the administration for including faculty on this committee. Dr. Michael Forrester will become the Chair of the Council of Chairs; therefore, a new chair will be appointed to the Faculty Handbook Committee. Commencement is next week. The Faculty Senate meeting will be held Friday. Dr. Exline asked to be present. Dr. Beckett mentioned that the meeting will be on the Coast. The Executive Cabinet of Faculty Senate will meet with Dr. Thames tomorrow.

Dr. Burge gave an update on the innovation park. Bids will be opened Thursday. Within 15 days of bid opening, it is possible that work can begin. The search committee for the Associate VP for Research has concluded. Once the approval has been made and an offer accepted, the person could start as soon as possible. Lou Marciani will be receiving funding from Homeland Security for athletics.

Gregg Lassen announced that health insurance will be going up approximately \$20-\$40 per employee. This will cost \$690,000 more to the university.

Dr. Joe Paul announced that a student was killed Saturday night after leaving Mug Shots. He was walking across the street when he was struck by a vehicle. Grant Law was an SAE pledge from Waynesboro.

Virginia Kittrell reported that the next Staff Council meeting will be tomorrow in Union Room C at 9:30. Gregg Lassen will be present to give the staff an update on the current budget situation. We have received quite a few applications for our Staff Council Student Scholarship. We will be reviewing them soon and will select a recipient to receive a \$100 scholarship. We will also be voting for the Outstanding Staff Member tomorrow. The recipient will be recognized at the June Staff Council luncheon. The information for the Staff Excellence Awards went out Friday. Thanks to Tim Ryan for working to resolve the funding issues for that. Gregg will present awards to the five recipients at the June Staff Council luncheon. An opinion article came out in the Student Printz on Tuesday, March 22, 2005, regarding the landscaping on campus. Basically, the students were complaining about new flowers being planted in the spring and how money could be spent more wisely. Virginia stated the grounds crew does a great job in keeping the

campus looking great. They are here early in the mornings to pick up trash before most people arrive. The landscaping and beauty of the campus are extremely important because we often have visitors and students on campus who are thinking about coming to Southern Miss. While they may not base their decision on the flowers and trees, you can rest assured that if the campus looked bad, it would influence them otherwise. Virginia also stated that she was seeking answers to questions regarding the outsourcing of Custodial Services at Gulf Park. A call had been placed to David Taylor, Director of Physical Plant, to provide answers to questions in order to dispel rumors and provide facts regarding the process.

5.1 President Elect's Report – Valerie Horne

Faculty Senate meeting April 8, 2005. Dual enrollment was discussed. It could possibly be used as a recruitment tool. There is some concern about sending professors to the high schools, but they are trying to come to some kind of understanding about whether we should go to them or they should come to us. The ACT score has been changed from 25 to 21 for enrollment in this program. The Drug and Alcohol Policy is still on Lee Gore's desk, waiting for approval.

5.2 Secretary's Report – Keri Hensarling – No Report

5.3 Secretary-Elect's Report – Kim Busche - No Report

6.0 Old Business

6.1 Elections

Elections have been held. The winners will be notified and will be invited to the June luncheon and meeting. The terms will begin July 2005.

6.2 Outstanding Staff Member Award

A motion was made by Bob Lowe and seconded by Robin Barnett that nominations for the Outstanding Staff Member Award may only be made by Staff Council members. Motion passed. The nominees for this year's award are Mary Butler Sumrall and Patricia Linton. An election was held during the meeting. The winner will be invited to the June luncheon.

6.3 Staff Excellence Awards – Kameron Dale

The nomination forms are available on the Human Resources website and have been emailed to Deans, Directors and Chairs for their use. Nomination deadline is Friday, May 20, 2005.

6.4 End of Year Reports

Reports should be submitted during or before the June meeting.

6.5 Fundraising Committee

We need to have a committee to handle fundraising functions for our scholarship and other efforts. Ray Stevens made a motion to create an ad-hoc committee. Mary Butler Sumrall seconded. Motion passed.

7.0 Committee Reports and Assignments

7.1 Assignment of Action Items – #113 – University Relations

It has become obvious to me, during my service on Staff Council that many Southern Miss employees on campuses other than the Hattiesburg campus, have different feelings about their association with the University than do those working on the main campus. The perception of second class citizens appears to permeate their sentiments. It is as difficult for them to participate in events, activities and meetings in Hattiesburg as it would be for those of us on the Hattiesburg campus to do likewise at another location. Staff Council appears to be the vehicle to address this. Obviously geography separates us, but perhaps there are things our

Council and the University as a whole can do to improve the separation that they feel.

This action item was submitted by Virginia Kittrell and will be handled by the University Relations committee.

7.2 Constitution and Bylaws – Ray Stevens

Your Constitution and By-Laws Committee has been deliberating since our April Staff Council meeting. The committee recommends to the general session, the following items for your consideration and resolution. These are based on S-C's previous discussion.

1. It is recommended that outsourced personnel who were previous employees of the University (employees prior to outsourcing on July 1, 2004), if elected to Staff Council, would have full member privileges.
2. It is recommended that outsourced personnel not "grandfathered" as described in item #1, above may be allowed to serve as Secretary or Secretary-Elect. They may not serve as President or President-Elect.
3. It is recommended that outsourced personnel, not "grandfathered" as in item #1 above, be allowed to serve on the following S-C standing committees, with privilege to serve as chair, if appointed...
Constitution and By-Laws
Legislative
University Relations and Diversity
Technology and Training
Should NOT be allowed to serve on the following standing committees...
Salaries and Benefits
EEOC Representative
As representatives of S-C, outsourced personnel would be eligible to serve on University committees and ad hoc committees, including chair of those committees, as determined by the S-C President.
4. It is recommended that outsourced personnel, not "grandfathered" as described in item #1 above, would receive the same voting privileges as University employees serving on the Council, with the exception of issues pertinent to salary and benefits. Further, the President would determine any additional issues which may arise that may not be appropriate for outsourced personnel to cast votes.

All in favor of #1: 20 aye, 8 nay

All in favor of #2: 13 aye, 12 nay, 1 abstained

Bob Lowe Motion to amend #3 to no exclusions: In favor: 3 aye, 25 nay

All in favor of #3: 11 aye, 8 nay, 3 abstained

All in favor of #4: 23 aye, 1 nay, 2 abstained

7.3 Legislative – Kameron Dale - no report

7.4 Salaries and Benefits – Mary Butler Sumrall – no report

7.5 University Relations and Cultural Diversity – Stacey Ready

Wynde Fitts made a motion to adopt the form for Staff of the Month award. Seconded. Motion passed.

7.6 Technology and Training – Donna Donegan – no report

7.7 Other Committees:

A. Department of Parking Management Committee – Stacey Ready – no report

B. Scholarship Committee – Virginia Kittrell

There will be a meeting held in the next couple of weeks to select the winner of the Student Scholarship.

- C. Drug and Alcohol Policy Review Committee** – Mathew Cox – no report
- D. President’s Council** – Ray Scott – no report
- E. Performance Review Committee** – Robin Barnett – no report
This committee was ad-hoc and has served its purpose. It should be removed from the agenda at this time. The committee can be re-formed at a later date, if it is warranted.
- F. University Planning Committee** – Virginia Kittrell – no report
This committee was ad-hoc and has served its purpose. It should be removed from the agenda at this time. The committee can be re-formed at a later date, if it is warranted.
- G. IT Advisory Board** – Virginia Kittrell – no report
- H. Wellness Program** – Robin Barnett – no report

8.0 New Business

8.1 Golf Tournament

The brochures are ready. Last year we raised approximately \$1800. Valerie Horne has already raised approximately \$2000 for this year’s tournament. Please try to generate sponsors or donations. We will have to provide four \$25 door prizes again this year.

8.2 June Meeting

The June meeting will be held on June 7, 2005. It was thought that the meeting would need to be moved, but after discussion, it was determined to keep the meeting on June 7.

8.3 Changes to Health Insurance and PERS

Kameron Dale stated that insurance increases will take effect soon. If you wish to drop your insurance, you must do it by May 30, 2005. As of July 1, 2005 Southern Miss will begin paying 10.75% into PERS for employees. Employees will still pay 7.25%.

8.4 Nomination Committee

9.0 Announcements

9.1 Commencement – Friday, May 13, 2005 at 2:30 and 6:30 p.m.

9.2 Coast Commencement – Saturday, May 14, 2005 at 10:00 a.m., Coast Coliseum

9.3 Staff Council Executive Committee Meeting – Tuesday, May 17, 2005

9.4 IHL meeting – Thursday, May 19, 2005, 8:30 a.m.

9.5 MASCO Meeting – Jackson, Thursday, May 26, 2005 10:00 a.m.

9.6 Southern Miss Trivia (from The Draw!)

10.0 Adjournment

**Keri Hensarling
Secretary
May 2005**