

The University of Southern Mississippi
Staff Council Minutes
Tuesday, October 7, 2008
Gulf Coast Research Laboratory - Dining Hall
Ocean Spring, Miss

Preceding the October meeting council president Mandy Nace presented the fall 2008 Staff Council Service Award to Wendell Ricky Shaw. Ricky is a security officer for the Gulf Coast Security Department. Pictures were taken by Charmaine Williams from the Gulf Coast Marketing and Public Relations Department. Along with a certificate Ricky was presented with a \$50 gift certificate. Mandy wanted everyone to know that the Staff Council Service Award is given out twice a year to a university staff member; once in the spring and again in the fall. Mandy then read a few complementary comments coworkers had to say about Ricky. One of the most impressive comments was that Ricky has not missed a day of work in the 17 years that he has been employed at the university. Ricky thanked the council and everyone that had a part in this. He stated that he had enjoyed working with everyone and it also pays to have a great supervisor. His supervisor is Harlan McDonald and he was there to show his support for Ricky. Also in attendance was Ricky's wife, Karen Shaw. Karen is also a university staff employee and works at the Gulf Coast Library.

Mandy presented a Staff Council Scholarship to Robin Johnson, Student Support coordinator at the Gulf Coast Customer Services Department. The scholarship is awarded to three full-time university staff employees. To qualify, an employee must have completed one semester of study towards a degree, have at least a 3.0 cumulative grade point average and be enrolled in six hours for the fall 2008 semester. The scholarship will aid with the cost of textbook, supplies or workbook purchases. Mandy stated that Robin is working on her masters of education degree in higher education in college student personnel. She plans to graduate this summer. The other two scholarships will be awarded to Hattiesburg campus employees.

Next Mandy introduced our guest speaker Mr. Chris Snyder, public information officer at the Gulf Coast. He is speaking on behalf of Dr. Bill Hawkins, director of GCRL. Chris began by telling us the laboratory was established in 1947 and they are home to the Department of Coastal Sciences for the university. They were known as a marine biology center and in the 20 years they have been associated with Southern Miss they have broadened that to Coastal Sciences, because that is truly what they do. They are not just fish and marine life people. They study every aspect of science. They have a real broad and diverse curriculum in operation. They currently have about 47 students in their advanced degree program. They also offer masters and doctoral programs. Students come from all over the world and study all disciplines of science in the coastal zones.

There are four major centers in operation within the Gulf Coast Research Laboratory. The Center for Fisheries Research and Development was the foundation and the initial beginnings were to do fisheries research to support management here in the state. They still do a lot of that, but 48 years ago they did not have a state bureau or department of

Marine Resources so they looked to this facility for the information they needed in order to manage the state's fisheries. We have people that have been here for 50 years collected data on our resources. Some of them have been in the same positions for that long and have been studying certain aspects of the coastal environment. So we have people that are truly experts in their field who know more than anyone in the north central gulf about our fisheries and our fisheries resources.

The J.L. Scott Marine Education Center is a public outreach facility. It had been located for over 20 years in Biloxi, but has been housed here at the home facility since Hurricane Katrina in 2005. They are operating a limited program with limited resources while they are trying to regroup. The primary focus on that program right now is on secondary education and there are programs that lead into the university's higher education basic programs as well as teacher development. They still do a lot of work with students and local schools. They have just started a brand new public exhibit and for the first time since Katrina they are open to the public one day a week by appointment. It is the Ocean Today Exhibit. The kiosk located on the wall in the Dining Hall at GCRL is a program in which they are cooperating with The Smithsonian and four other marine institutions across the country. The Smithsonian opened a new exhibit on September 27. It was the first major rebuild in any of their buildings in quite awhile at the National History Museum. They have redone the upper story into an exhibit called Sant Ocean Hall. It is focusing people's attention on the world's ocean. The number one message that they are trying to communicate to the world is that we have one world and one world ocean and it is all interconnected. We all learned in school that there are seven different oceans in the world. But in reality when we look at it from space, it really is one big ocean and it all works together and what happens in one affects the other. So in that spirit, the Smithsonian deciding that they were going to connect the major marine facilities, ocean based institutions across the country the same way oceans are connected together. The selected four aquariums across the country and they selected us to represent the north central Gulf of Mexico. The four aquariums are the National Aquarium in Baltimore, The Shedd Aquarium in Chicago, The Mississippi River Aquarium in Dubuque, Iowa and the Aquarium of the Pacific in California. They are really honored to be on the same level with those people and it was a direct effort on their part to reconnect the gulf after a post Katrina world. They have set up this exhibit where they have ocean based video segments that run every day on a kiosk in the Smithsonian and the five other remote locations have a satellite or companion exhibit. The exhibit in the Dining Hall is exactly the same exhibit that you see in the Smithsonian's Sant Ocean Hall. The whole idea is for all of us to be connected together and, every night, new information is updated into the kiosks. The kiosk exhibit gives us an opportunity down the road to produce content about what we are doing here in the north central Gulf of Mexico to be distributed out to other kiosk across the world. While right now only five of them exist, the plans are to add 17 more within the next six months and hopefully down the road have several hundred connecting a network of these machines all across the country. They are real excited about that step towards revitalizing the Marine Education Center.

The Thad Cochran Marine Aquaculture Center which is based in Cedar Point is another facility of the laboratory. Cedar Point is our expansion campus that was purchased about

10 years ago and is slowly being developed. They have about three million dollars worth of new facilities there centered on aquaculture operations. They are having a major push at the laboratory to look at resource sustainability and food and safety issues for the world and maintaining natural stocks. They have a very vibrant program and they are really trying to teach the world how to feed people in a green and sustainable manner. They have some smaller organizations like microbiology that does a lot of work on maintaining the health of our local waters and maintaining the health of our seafood industries. The laboratory is very diverse organization.

Chris opened the floor for any questions. Mandy asked how many employees they have. He stated that there are about 200 employees, depending on the grant based programs that they have. The vast majority of the funding is grant funded programs. They do have some hard money support from the state and the university. Mandy thanked Mr. Snyder and he said he was glad that we were there. They had a nice folder with all kinds of Gulf Coast Research Laboratory information in it for us, along with huggies and CD cases.

- 1.0 Call to Order – Mandy Nace, president
Called to order at 10:30 a.m.
- 2.0 Adoption of Agenda – President, Mandy Nace had one item to add; Section 6.2 Staff Council Scholarship under Unfinished Business. Linda Dorsey moved to adopt the agenda with one change and Twillia Morgan second the motion.
- 3.0 Call for Proxies – Andrea Phillips for Rusty Anderson
Cynthia Render-Leach for Amanda Belsom
Jennifer J. Crawley for Ida Coleman
Christy Bjork-Elias for Shannon Davis
Amy Byxbe for Larry Lee
Tina Griffin for Susan Scott
Mile Giles for Cory Williams
Mandy Nace for Lou Ellen Williams

Members present were Teresa Loveless Allen, Christy Bjork-Elias, Verlee Breland, Heather Brown, Kay Bruening, Amy Byxbe, Dianne Coleman, JJ Crawley, Linda Dorsey, Tommy Dye, Mike Giles, Tina Griffin, John Hayman, April Jordan, Larry Lee, Paul Lott, Twillia Morgan, Mandy Nace, Andrea Phillips, Cynthia Render-Leach, Amy Thornton and Mary Virgil.

Auxiliary member present was Kathy Hayman.
Parliamentarian Pam Posey was present.

Patience Coleman was absent without proxy.

- 4.0 Approval of Minutes
 - 4.1 August and September minutes were tabled until next meeting.

5.0 Officer's Reports

5.1 President's Report – Mandy Nace

5.1.1 New Action Item #3 reads as follows:

“I am requesting a bicycle rack to be placed in the vicinity of McLemore Hall. The most logical place for it would be on the western side of the building where most students come from. Ideally there would also be one located near the front entrance on the south side. Every light pole, trash can and guard rail has a bicycle regularly chained to it.”

The action item was sent in by staff member Emily Evans and presented to the Executive Committee on September 24. The executive committee assigned the action item to University Relations and Cultural Diversity and Mandy has given JJ Crawley, chair of that committee, a heads up that it was being assigned to them.

5.1.2 Gulf Coast Pilot New Class Schedule – Spring 2009

Mandy stated that she felt the communication on this initiative has not been wonderful. We surveyed both Hattiesburg and the Gulf Coast campus on our compressed work week initiative and this initiative was apparently worked on behind the scenes for the Gulf Coast campus. It just came out of Cabinet two weeks ago. At that time, Mandy asked how this was going to affect the gulf coast staff. This not a four day work week, it is a four day academic class schedule. These means Monday and Wednesday classes are going to be the same block time as Tuesday and Thursday classes. It will allow them to have an activity period every day, which is the 45 minute block from 12:15 to 1 p.m. Monday through Thursday. On Friday's there will be some biology and science courses that do have to work on a Monday, Wednesday, Friday schedule. Friday will primarily be used for weekend courses, workshops and one-day-a-week courses that meet for an elongated period of time.

When this came before Cabinet it was proposed to the vice presidents and it had provost Lyman's approval, but had not received full approval. When it was finally released to the university campuses, Mandy sent an email to our coast council members and all they knew was what was released in the earlier email. Dr. Saunders was told that we were in support of this initiative, but were surprised and a little upset about the communication aspect of the proposal. Gulf Coast staff members are not sure what role they will play. The initiative now allows for a 7:30 a.m. class period. A gulf coast guest, Robin Johnson stated that it was not going to change anything for staff at this time. Mandy stated that is one of the problems; staff employees will not be affected now, but what about in the future. She thinks if you continue to have a 7:30 a.m. class that there may be staff members

in the future that may have to open offices early. She wanted to make sure that the council understood that is was a four-day academic class schedule and not a four-day work week. She asked if anyone had any questions. There were no responses.

Mandy said the Hattiesburg campus initiative for a compressed work week survey had been posted online and we were getting great responses. We are going to do a paper survey the Physical Plant and Residence Life's Student Housing staff to get responses from that area where some employees do not have computer access.

5.1.3 Cabinet Meeting was held yesterday October 6.

- Southern Miss Men's Athletic Teams received the Halbrook Award for the fifth year in a row. The Halbrook Award is based on how many student athletics graduate. Last year our men and women student athletics both received the award.
- Open Enrollment from Human Resources is going on this week on the Hattiesburg campus.
- The Van Hook Golf Course is now ready for the process to begin in order to lease the land.
- The university received a Homeland Security grant to aid in equipment and in getting the word out about emergencies.
- December 2 at 7 p.m. is the Christmas Tree Lighting on the Hattiesburg campus.
- Friday, October 10 is Honor's Day on the Hattiesburg campus.
- A draft of the Academic Calendar for 2009-10 was proposed. Summer classes will begin a week later than usual. Instead of starting the day of Memorial Day, they will not start until June 1. Fall classes will begin August 19, spring classes January 19 and spring break will be March 15-19.
- Graduate School applications are up 42 per cent.

Mandy also brought up University Staff Excellence (USE) at Southern Miss. This is a collaborative project from the Learning Enhancement Center in conjunction with several university offices that will present workshops which focus on the personal and professional development of university staff. The first workshop is Friday, October 10. You can register on the Expanding Excellence Web site.

5.2 President-Elect's Report - Mandy reported in Rusty Anderson's absence.

5.2.1 IHL meeting Friday, September 19.

- Poem in remembrance of 9/11 was read.
- A review of academic and tenure was presented.
102 academic programs reviewed,

nine programs deleted – three from DSU, one from JSU, four from MSU and one from Southern Miss,
13 programs continued with stipulations - one from ASU, one from DSU, two from JSU, four from MVSU and five from Southern Miss,
eight new academic programs were approved including Southern Miss: Doctor of Philosophy in instructional technology and design.

- A review of the Blue Ribbon Document was discussed focusing on the redesign of teacher preparation to increase the quality of teachers. From IHL Board Web site:
“15 Teacher Ed Redesign Teams Participate in Orientation Session
On Tuesday, the IHL Office of Academic and Student Affairs hosted 15 redesign teams, representing each of the state's public and private teacher education programs, at an orientation session for implementing the recommendations of the Blue Ribbon Committee on the Redesign of Teacher Preparation (BRC). Over 100 college and university faculty met at the Old Capital Inn in Jackson to review the recommendations and work through a preliminary planning exercise to prepare them for developing redesign proposals.”
- Budget and Finance Committee approved an increase in student fees allocated for athletics from current \$175 to \$192 per student. In accordance to Board Policy 704.01 Athletic revenue and Expenditures, each school is authorized to expend a maximum amount of \$175 per student FTE from unrestricted Education and General Funds on a per semester basis. The allocation is to be reviewed and automatically indexed to the Consumer Price Index (CPI) every three years beginning after FY 2005.
- Government/Legal Committee discussed the Gulf Coast. Sasaki firm has been hired:
 - geo-technical study currently underway,
 - student market being assessed,
 - student live being assessed,
 - how to tie existing sited together under review,
 - planning meetings with various constituencies planned.
- Commissioner Meredith’s report for September meeting;
Overall enrollment up for fall semester:
MSU up 4.6 percent Southern Miss Gulf Coast highest Enrollment since 1972, UM up for 13th consecutive year, some university enrollments down slightly due to economy.
Alcorn and Southern Miss impacted by Gustav and Ike.

Senator Davis is schedule to visit campuses to learn more about what is occurring on university campuses.

MSU and MVSU presidential searches are underway and have self selected candidates.

- 5.2.2 Faculty Senate Meeting was held Friday, October 3.
Rusty will send report to council via email.

- 5.3 Secretary's Report – Tina Griffin

- 5.3.1 American Heart Walk

- Tina thanked everyone for coming together and showing our support for this great cause. The walk was a tremendous success. Kelly Ellis with the American Heart Association had sent an email stated that we had over 1,000 walkers and we raised the overall goal of \$85,000. An Awards Party will be happening soon and any team members that raised over \$100 in donations will receive the official Heartwalk t-shirt at the party. Tina had touched base with Mary Dayne Gregg about the results of our “friendly competition” between faculty and staff. Ms. Gregg did not have the results from the association, yet. She will let us know when she does. Mandy stated that donations were still trickling in. The Gulf Coast (Hancock and Harrison counties) had their Heartwalk last week and they raised \$144,000.

- 5.4 Secretary-Elect's Report – Andrea Phillips
No report.

- 6.0 Unfinished Business

- 6.1 Southern Miss Comcast Golf Classis – Saturday, October 18

- The staff council has really done great this year. The golf classic committee is thoroughly impressed with the number of sponsorships we have secured. Mandy shared the list of sponsorships with the council that we have as of today: Quizno's, C & C Foods, College of Arts and Letters, College of Health, Jerry's Food Factory, College of Science and Technology, Caliente's, Crawley's Installation and ING. It looks like Staff Council will make about \$2,000. Mandy thanked the council for all their hard work in securing these sponsorships. The door prizes have been secured, also. ING and Southern Miss Athletics came through for us on door prizes. The student team has been secured and has a sponsorship. Mandy asked the council for two volunteers to help out the day of the tournament. If anyone is interested they need to get in touch with Mandy.

- 6.2 Staff Council Scholarships

- Mandy has asked Hattiesburg staff scholarship recipients, Dessarai Brackman and Tiffany Kersten, to attend our November meeting so we can present with certificates.

7.0 Standing Committee Report

7.1 Constitution and Bylaws – Amy Byxbe

Amy sent out via email revised Bylaws with proposed changes. This is a recommendation from the committee. Mandy asked if anyone had any questions and were there any discussions or any changes that needed to be made. The council voted to accept the revisions to the Bylaws. The recommendation was approved.

7.2 Legislative –Mike Giles

September 16, 2008 - Secretary Elect Andrea Phillips and I represented Staff Council at a session with state senators on a bill before the legislature that would create a separate governing board for each state institution. Senate University and Colleges Committee Chairman Doug Davis (R-Hernando) conducted the meeting. This meeting was also attended by Senator Tom King and Representative Toby Barker along with several members of the University administration and representatives of the Faculty-Senate. Senator Davis answered questions about his proposal from members of the audience. I inquired as to why staff was not included in his bills as a non-voting member of a University Board of Trustees. His answer was that he thought that when he included faculty in the bill that took care of everyone at the university but he was open to amend his bill to include staff. It is my observation that there was not any support for this bill from members present.

September 24, 2008 – Executive Council meeting - Chairman requested permission from President Mandy Nace to pursue the ideas of a Legislative Town Hall Meeting with area legislators in December. With the Staff Council president's permission, on October 1 I spoke with Chad Driskell, executive assistant to the president, and he was supportive of this idea. Chad will supply Staff Council with a list of area legislatures. I recommend that we approach Faculty Senate to join with us in sponsoring this Town Hall Meeting. I recommend the date of Wednesday, December 3 or Thursday, December 4 at a time to be scheduled. Mandy stated that she was behind this 100 percent. Council member Linda Dorsey made a motion for Staff Council to move forward with the Town Hall Meetings and Tina Griffin, council's secretary-elect, seconded the motion. The council members voted and approved the motion.

7.3 Salaries and Benefits – Dianne Coleman

No report.

7.4 Technology and Training – Amy Thornton

Web Site has been updated with August minutes. Linda Dorsey attended Web Committee meeting for Amy. Web Committee is still working on University web policies.

7.5 University Relations and Cultural Diversity – JJ Crawley

JJ has received two nominations for the fall staff council service award. Mandy asked the council to continue to put the word out about Staff Council Service Awards. Also, Mandy let the council know that Staff Excellence Awards from Human Resources Department will be awarded

this fall for 2007/08 and again in the spring for 2008/09. The awards are university wide for the Gulf Coast and Hattiesburg campuses. The Staff Excellence Awards for 2007-08 nomination information should be on the Human Resources website and if you have any questions contact Kameron Dale in Human Resources. You can nominate fellow staff employees through October. Staff Council has taken the initiative once again to make sure that these awards take place. Please spread the word and take time to make nominations.

8.0 Liaison to University Committee Reports

8.1 Department of Parking Management – April Jordan

A meeting was held but other than a few traffic tickets that were reviewed there was nothing to report.

8.2 Fundraising – Twillia Morgan

8.2.1 Home Interiors Fundraising Sale

Twillia and Mandy handed out a letter and brochure from Home Interiors to all council members. The letter explains everything we need to know. We will receive 50 percent of sales. We have set our goal at \$1,500. Mandy has purchased candles from Home Interiors before and she feels like they will sell themselves. Money is due up front and make checks payable to Staff Council. All proceeds that we make will go towards our Staff Council Staff Scholarships. The orders will be turned in at our November meeting. The orders should be in by November 24 and delivered as soon as possible.

8.3 IT Advisory Board – John Hayman

No report.

8.4 Wellness Program – Heather Brown

- Susan Bone assistant director wellness in Recreational Sports is working on a Wellness Proposal to present to Dr. Saunders and will send out a survey for faculty/staff to complete on wellness topics. A council member asked if the survey would be given to the Gulf Coast staff members. Mandy said she would ask Susan about it.
- Heather thanked everyone again for helping raise donations for the American Heart Walk.
- Breast Cancer Awareness is this month with activities going on all during the month.

9.0 New Business

9.1 Thanksgiving Bread Baskets

Mandy told the council that this is something that the council has done for several years. We provide enough food for two families of four for the Thanksgiving Holiday. We have a list of food products and we break it down among all council members. You will need to bring your assigned food items to the November meeting. She will send information out soon about what food items each member is to purchase. We also purchase turkeys and hams for the families. What she needs is for the council to give her names of families that may be in need this Thanksgiving. If

anyone knows of a Southern Miss family that is in need of this service, please let her know. We want to help our own university families if possible. This year Mandy is going to ask Pat Foley at ARAMARK about providing turkeys and hams. Council member, Tommy Dye asked if we would be sure that the Physical Plant staff members receive a copy of the list. Mandy said we would make sure they know what to bring.

9.2 Issues and Concerns

No one had any new issues or concerns.

10.0 Announcements

Mandy asked everyone to be sure to check the announcements. She stated no chairs were needed at the Executive Meeting this month and she asked for volunteers for New Staff Orientation.

Kay Bruening gave everyone a brief description of some of the materials that we will find in our folders and reminded everyone to get there CD cases.

Mike Giles wanted to encourage everyone to fill out their pledge cards for United Way. He is co-chair for the United Way Campaign this year along with Dolly Loyd.

11.0 Adjournment

Motion was made by JJ Crawley to adjourn meeting; it was seconded by Cynthia Render-Leach.