

**Mississippi State University  
Staff Council**

November 14, 2012

10:30 a.m.

**Present:** Ann Carr, Mary Dikes, Penny French, Kenneth Graves, Sherry Fisackerly, Jane Lewis, Marc Measells, Natalie Ray, Faye Smith, Rebekah Sparks, Lyle Tate, Angie Waller, Toni Roberson, Allen Cooperwood, Mandy Netadj, Jessica Northcutt, Casey Finch

**Absent:** Cade Smith, Sharon Hewlett, Debbie Huffman, Pat Cox, Sam Manning, Linda Perry-Babcock, Calvin Mosley, Amy Burchfield, Lisa Hearn, Adrienne Washington.

**GUEST SPEAKERS –**

Mike Harris, Director of Parking Services, addressed the Council on the issues with parking violations. He presented the Council with the statistics of violations that happen each semester. He stated that charging for parking after 5:00 p.m. has always been in the policy. He stated that there are additions to citation writers that have caused a more strict enforcement in the policy. Money that Parking Services generates is used for things such as parking lot renovations, and transits. He reported that it costs approximately \$30,000.00 per month for three shuttle buses. To pay for the shuttle services, the money is being collected through parking permits and citation fees. If those prices for citations and ticketing after five is lessened, the cost of parking permits will go up. Citations for “no permit” are not being written after five. Currently only violators for handicap, service, or blocking traffic are being enforced. He stated that Lyceum series offers a parking pass for those events. Also, visitor permits are free for the first day. After the first day, they are two dollars per day, or ten dollars per month. Visitor permits can be printed off line. Currently, summer camp parking is not being enforced; he feels that it should be enforced due to the fact that they pay for food and housing. Harris also discussed the parking garage; fees are \$2 per hour, \$1 per additional hours, and \$10 per day. The first violation can be voided if they go to parking services and communicate. With communication, parking services can further educate violators in ways that it can be avoided. Departmental guests records should be recorded and communicated with Parking Services. He would like Rub Off Permits. With a year and rub off dates, and they will cost \$2 per day. This would cause departments to limit the amount of people they give visitors passes to. A. Carr asked how difficult it is to get visitors to pay to park on campus? Harris reported that it is very difficult. He says that 60% of tickets that are issued to visitors are returned and voided because of the educational opportunities. Harris emphasized that parking is never free. He said that money is being supplemented somehow whether it is from some other organization, business, or taxes in general. When parking was removed from the police department, E & G funds were removed, and they started with a \$0 balance. That is when citations doubled from \$25 to \$50 to cover operation costs. It was being operated by Harris and two citation writers. When shuttles were implemented, Parking Services was still responsible for the costs, so the costs of permits had to increase. With the increase of asphalt, the costs of parking lot improvements increased. F. Smith asked what he predicted as the increase for permits? Harris said that it would probably increase by \$10 each year. We are in the bottom three of costs for parking permits. If he can get a transportation fee added, the cost will not increase

next year. J. Northcutt asked if the yellow visitor tags are only for one day? He said that the tags can be issued for any amount of days as long as they are consecutive. Departments should be responsible for purchasing visitor tags for reoccurring visitor tags. Harris says that parking comes down to three words: “cheap,” “enough,” and “convenient.” He said that you can have two of them, but never three. If Staff Council has any recommendations, they need to submit it to John Bird, the current chair of the Traffic Committee.

## **APPROVAL OF MINUTES**

Minutes from the October 10, 2012 meeting were approved as submitted.

## **FINANCIAL REPORT**

Approved as submitted.

## **CHAIR’S REPORT**

- **Master planning**
- **IT Council**
- **Meeting with Student Association and Faculty Senate President**
- **Game Day**
- **Miscellaneous**
- **Executive Council**

## **STANDING COMMITTEE REPORTS**

Athletics Committee – SA President announced that they got the Eli Young Band as the new headliner for Bulldog Bash (Neon Trees cancelled their fall tour).

-Bracky Brett discussed the APR and GSR; Scott Strickland said the Basketball APR rate is unacceptable.

-Marketing update: started using student athletes on the This Is Our State/Welcome To Our State billboards. The regions closest to where the chosen athlete is from will have the athletes picture on it.

- We have one of the smallest marketing staff and budget in the SEC

-2013 football schedule released: 7 home games, 3 non-conference

-Possibility of a Thursday night game next year; classes will not be scheduled on that day. The Provost said they are looking into making that Thursday/Friday fall break.

-Bleachers from football stadium will be repurposed at the track field. They will be taken out late Nov/early Dec.

-The west side of the stadium will not be open during the spring game in April.

-Possibility of Thursday – Saturday baseball series for Super Bulldog Weekend against Auburn.

President's Commission on the Status of Minorities-8<sup>th</sup> annual PCSW food for thought luncheon. First 50 people will receive free boxed luncheon.

Calendar Committee –no meeting

Community Engagement – met November 9. Among the things discussed were the plans for a new undergraduate research conference focusing on the scholarship of engagement. Dr. Melvin Ray & Dr. Jim Chrisman are the leaders of their team on these plans. The conference is scheduled for March 22, and any MSU undergrad is encouraged to check out the call for programs.

Employee Benefits – The Benefits Committee's next meeting will be February 13, 2013.

Traffic Policy- The Traffic Policy Committee met on Oct. 25th, and there was only one new agenda item. Dr. Li Zhang (Assoc. Prof. from Civil & Environmental Eng.) came to discuss the possibility of closing Hardy Rd. in April over two consecutive days from 8:30 a.m. to 4:30 p.m. in order to perform a study dealing with how traffic slows due to road construction and flagmen directing traffic. The committee recommended another area of campus for Dr. Zhang to consider as Hardy Rd. becomes severely congested during normal traffic throughout the day and has the potential for clogging up on both ends. Dr. Zhang was going to take that back to the research team and get back to the committee at a later date.

Old business that we discussed was that Facilities is trying to investigate various traffic slowing devices that may be used to slow down traffic in areas where speeding is rampant. There has also been a problem with vehicles passing shuttles (particularly near Zacharias Village) when the shuttles are trying to stop to let people on and off. This creates a risky and unsafe environment for the shuttle riders. Some suggestions that were made were to possibly block the turning lane with a bollard of sorts right where the cross walk exists in front of Griffis so that traffic cannot speed around the shuttle. Another suggestion included having a sign on the back of the shuttle indicating that it is unsafe to pass the shuttle when it is loading and unloading.

Work-life-

ITAC-Oct 17- Main Discussion:

What to do with the limited money coming in for equipment?

1. Put in a new technology classroom
2. Updated equipment
3. Boost level 1 rooms to level 2

Level 2 rooms include a podium, projector, new computer, etc. Costs vary depending on room size and treatment needed. Costs anywhere from mid \$20,000 – low \$30,000.

Level 1 room costs anywhere from \$8,000 - \$10,000.

Right now, ITS supports 103 classrooms (roughly cost \$3 million for those rooms).

Possibly ask for the college/department to pay for some of the cost of the room, that way, the money can go further.

The ITAC seems to prefer auditoriums instead of classrooms: if the equipment fails in an auditorium, it will hurt more than in a small classroom

The Registrar will compose a list of the auditoriums, see the age of the equipment and the ITAC will go from there.

From the Registrar:

- Rooms without technology or with limited technology are that way for a reason.
- Rooms around the Drill Field are booked 75% + of the time Monday through Friday. Each layer or ring you go out from there, you can see the decrease of use.
- Rooms in Allen Hall all have chalkboards, which means more upkeep and maintenance of the equipment.
- When scheduling classes, technology plays a huge role

Other News:

- \*Starting in the spring, field testers from various colleges and departments will use Blackboard Learn. Those testers will get \$500 to go towards professional development.
  - \*Learn will be used exclusively by summer term 2013
    - There will be big bumps in the road
  - \*Transitioning from Wimba classroom to Collaborate. There is a campus wide licensing for Collaborate, so those who use WebEx or Adobe Connect, they could save money by using Collaborate.
  - \*Learn is a big system. We will only be using a small part in the beginning. Slowly, more features will be added.
  - \*Center for Distance Learning is hiring an Instructional Designer. This is huge because we have no trainers or guides for online classes.
- \*Technology fee is picking up the annual cost for NBC Learn.

## **COUNCIL COMMITTEE REPORTS**

**Events –Natalie discussed that we are waiting on a final invoice, but we have approximately 70 jackets left. Met our goal, but may need more for shipping.**

Policies and Procedures – report on page 15

Communications – Website changes to make it more user friendly, picture updates are the next item to be changed, Bekah and Casey now have access to make changes to certain parts of the websites. Newsletter is slated for the 21 pending communications committee decisions.

**OLD BUSINESS**

**Distance Education fees for employees.**

**NEW BUSINESS**

**Parking Services recommendations.**

**Campus will close on noon of Wednesday before Thanksgiving.**

**ADJOURN**

Respectfully submitted,  
Casey Finch, Office Associate for Staff Council  
November 14, 2012