

**Mississippi State University  
Staff Council Meeting Minutes**

January 13, 2016 @ 10:30 a.m.

Sanderson Center Conference Room, Starkville, MS

**ATTENDANCE:** (P) = Present (A) = Absent

P Heather Andrews*	A Mary Dikes	P Leslie Lloyd
P Tina Brock	A Debbie Dunaway*	P Marc Measells
A Susan Brooks	A Darrell Easley	P Mashala Pulliam
P Amy Burchfield	A Kylie Forrester	A Juli Rester
P Hannah Burnett	P Tamara Gibson*	A Toni Roberson
P Jennifer Burns	P Nick Gordon*	P Avent Vanhorn
P Scott Cagle	P Kenneth Graves	P Dan Whatley*
P Doug Carpenter*	P Jeffrey Guess	P Tiffany Williams
P Midge Davis	A Shauncey Hill	P Kelly LaSalle

***\*Executive Board***

**APPROVAL OF MINUTES:** The December 9, 2015 minutes were approved as submitted with corrections (motion by Tina Brock and seconded by Marc Measells).

**FINANCIAL REPORT:** The December 31, 2015 financial reports were distributed. The reports were approved as submitted (motion by Nick Gordon and seconded by Tina Brock).

**CHAIR'S REPORT (Tamara Gibson):**

- Executive Council: Will meet on January 25th
- Housing Appeals: No appeals
- Information Technology Council – Will meet on February 2nd
- Master Planning- did not meet
- President's Committee on Planning- did not meet
- Alumni Board – Conference will be held February 12<sup>th</sup> & 13<sup>th</sup>
- Anti-Bullying Committee - Will meet in March
- Provost Search Committee
  - Two meetings were held for this committee. The first meeting was a general meeting with Dr. Keenum and the second was with a consulting firm regarding confidentiality. The search is still in early stages. For more information, visit [provostsearch.msstate.edu](http://provostsearch.msstate.edu).
- Executive Director of the Center for Distance Education Search Committee
  - Six candidates were interviewed Thursday and Friday.
  - The committee is still reviewing references before inviting them to campus.
- Dr. Hyatt requested a representative from Staff Council for the Director of Recreational Sports Search Committee
  - Marc Measells was chosen to represent Staff Council.

## STANDING COMMITTEE REPORTS

- **Athletic Council (Dan Whatley)** – No report
- **Calendar Committee (Susan Brooks)** – No report (Susan absent)
- **Community Engagement Committee (Tina Brock)** – Will meet on January 19th
- **Conflict of Interest (Marc Measells)** – No report
- **Dining Advisory Committee (Jennifer Burns)** – No report (Jennifer absent)
- **Diversity Committee (Shauncey Hill)** – Will meet on January 21<sup>st</sup> to review bylaws
- **Employee Benefits Committee (Mary Dikes)** – No report (Mary absent)
- **Financial Aid Appeals Committee (Juli Rester)** – No report (Juli absent)
- **Game Day (Kenneth Graves)** – No report
- **Health & Wellness Committee (Amy Burchfield)** – No report
- **Instructional Technology Advisory Committee (Darrell Easley)** – No report (Darrell absent)
- **Master Plan Development & Advisory Committee (Tamara Gibson & Nick Gordon)** – No report
- **President's Commission on the Status of Minorities (Toni Roberson)** – No report (Toni absent)
- **President's Commission on the Status of Women (Kylie Forrester)** – No report (Kylie absent)
- **Recreation Advisory Committee (Scott Cagle)** – No report
- **Traffic Appeals Committee (Doug Carpenter)** – No appeals this month
- **Traffic Policy Committee (Hannah Burnett)** – No report
- **Work-Life Balance Committee (Midge Davis)** –
  - MSU on the Move is coming up.
  - Wellness Resource Fair will be held on February 1st
    - This program will help promote Heart Awareness Month.

## COUNCIL COMMITTEE REPORTS

### **Events Committee (Doug Carpenter)** –

- Professionalism Panel Program
  - The program will be held in the Bost Theatre on January 26 from 2-3:30 p.m.
  - 152 people have registered so far.
  - Cookies and a fruit tray will be provided by Sweet Peppers.
  - Hannah will be the moderator for the panel.
  - Doug is looking for volunteers to help with registration along with Human Resources. If interested, he needs volunteers at 1:00 and afterwards as well.
  - Staff Council is highly encouraged to register and attend.

- Staff Appreciation Day
  - Each staff council member has been assigned to a subcommittee.
  - The events committee will meet and assign chair members to each committee soon.
  - Doug will send out the subcommittee list this week.

**Policy and Procedures Committee (Dan Whatley)** – Will meet soon to discuss the policy regarding tuition remission for spouses.

**Communications (Debbie Dunaway)** –

- Bully's Watch
  - The cards were sent out early.
  - The committee has received eight nominations so far.
  - The committee is looking into purchasing MSU cheese baskets as gifts for winners.
  - Kylie posted an example of a nomination on Facebook today as a reference for staff.

### **OLD BUSINESS:**

- Smoke Free Policy
  - Tamara emailed Roxanne Raven, Student Association Vice President, regarding updates on the Smoke Free Policy. The Faculty Senate has moved their vote to Friday (Jan. 15). If it goes well, Dr. Hyatt will proceed forward with the recommendation to change the operating policy to a smoke free campus. Roxanne has talked to people on Faculty Senate as well as other administrators and has heard mixed reviews on how it will go.
  - Tamara will update Staff Council after the vote takes place.

### **NEW BUSINESS:**

- Resource for SC Board Members: MSU Ethics Line. This site is maintained by the IHL.
  - Refer to the MSU Announcement email on January 11, 2016
- Dr. Hart Bailey, MSU Ombudsman, will be our guest for the February 10<sup>th</sup> meeting
  - For more information, visit <https://www.ombuds.msstate.edu/>
- Staff Survey
  - Will take place every other year after Staff Appreciation Day usually in June
- New Member Appointments are coming up

**MEETING ADJOURNED.**

**Next scheduled meeting:** Wednesday, February 10<sup>th</sup>, 2016, 10:30 a.m.  
Sanderson Center Conference Room

Respectfully submitted,  
Heather Andrews, Staff Council Secretary, January 27, 2016