General Meeting Minutes

Date: January 10, 2024

Time: 10:30 AM

Location: 301 Research Blvd

Latara Arterberry A

Darrell Banks P

Sophia Barnett A

Dominique Belcher P

Joni Branning P

Lateshia Butler P

Amber Box A

Jason Cory P

Lisa Dye P

Orly Hardin A

Libbi Havelin P

Courtney Headley P

Timothy Hopkins A

Melissa Inmon P

Veronika Jelinkova P

Ogorchukwu Johnson A

Cambrie Johnston P

Natalie Krol P

Kelly LaSalle A

Matthew Mackey A

Summer Mord P

Ashley Patterson P

Kenner Patton A

Cindy Ratcliff P

Chantel Solis-McCoy A

Elizabeth Standley A

Cristi Stevens A

John Michael VanHorn A

Anna Webb P

Catherine Williams A

1. **APPROVAL OF DECEMBER MINUTES** For a motion to approve the December minutes, Melissa provided the first with Lisa providing the second. The motion passed unanimously, and minutes were adopted.
2. **APPROVAL OF DECEMBER FINANCIALS** For a motion to approve the December financials, Lisa provided the first with Melissa providing the second. The motion passed unanimously, and financials were adopted.
3. **COMMITTEE REPORTS**
	* + Chair – Jason Cory

Observed a moment of silence in remembrance of a former member of the Staff Council, Ms. Melanie Chesser, who recently passed away. A memorial service will be held on Friday in the Chappel of Memories.

* + - Master Plan and Develop Advisory Committee – meeting was canceled.
		- Alumni Association National Board – no meeting.
		- President’s Executive Council – has not met.
* Faculty Senate – next meeting will be next Friday.
	+ - Standing Committee Review Board – a meeting has been scheduled for 24th of January.
		- Conflict of Interest Committee – did not meet.
	1. Vice-Chair – Anna Webb
		+ Faculty Housing Appeals Committee – there were 3 appeals which have not been approved yet.
		+ Information Technology Council
		+ Blue Cross & Blue Shield of MS Foundation
		+ Staff Performance Evaluation Task Force – will meet at the end of month. The goal is to have the evaluation changed next year.
	2. Events Committee Chair – Cristi Stevens – not present. Melissa provided a report.
		+ Staff Appreciation Day

Last year’s committee chairs were asked to chair again this year. Staff appreciation day will be happening on May 17, and it is scheduled on Dr. Keenum’s calendar so he can present the Zacharias Awards.

* 1. Policies and Procedures Committee Chair – John Michael VanHorn – not present. Constitution was shared so we can vote next meeting.
		+ Staff Council By-laws Review
	2. Communications Committee Chair – Latara Arterberry – not present. Cambrie provided a report.
		+ BullyWatch – last nomination was in November. There was no nomination in December.
	+ Department Nominations – committee discussed the recommendations on how to restructure the submission form to update the nomination process with this option. The faculty will be encouraged to nominate staff.
		- Newsletter – Staff Development Conference photos will be shared in the newsletter and also available online. Save the date for Staff Appreciation Day will be going out this week with the information for t-shirt design contest. Information on free Business Development Conference, co-organized by the Provost office and ORED, that will be happening on February 22nd in the Union, will be included in the newsletter.
		- Website, Facebook, Twitter – updated.
	1. Awards & Scholarships Committee Chair – Veronika Jelinkova
		+ Spring Awards – SC scholarship Spring application will open later this semester in April.
		+ Department Donations/Fundraisers – a letter to solicit money to support staff scholarship was sent out in December. We raised $1200 with this effort, which is not enough to support the goal of up to 10 scholarships per semester, so we will need to lower the number of awards in the future unless other methods of funding come up.
1. **Ongoing Business**
	1. Staff Development Conference – Review

Was held on December 13 in the Old Main Academic Center. We received 116, mostly positive responses on survey after the conference, which is unprecedented. Jason thanked all contributors who worked to make the conference a success. Everybody loved the keynote speaker. In summary, having a conference is valued by staff and Staff Council did a great job organizing it. Suggestions were made to have the alternative snacks available and to provide more description on sessions information. The hot chocolate bar was a great hit. We should have the hot chocolate available every year now because staff will expect it just like they will expect the door prizes. However, for the price, the quality of coffee delivered by Aramark was substandard. We will have to make sure to get better coffee served next time. Lunch line was extremely well organized, and people appreciated it. A suggestion was made to eliminate the only bottleneck that occurred at the drink station. Jason asked to receive an itemized summary of committee tasks so evaluation can be made to determine where double effort occurred to make it better next year. A spreadsheet with SDC budget updated with expenses is available.

1. **New Business** –

**11:17AM Motion to Adjourn** Next rescheduled meeting: February 14, 2024

**University Committee Assignments 2023-2024**

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

Athletic Council – no December meeting, there will be a Lisa Dye (Lateshia Butler)

meeting in January.

Calendar Committee – reviewing 2025 calendar, will start Natalie Krol (Courtney Headley)

looking at 2026.

Community Engagement Committee - no meeting. Joni Branning (Darrell Banks)

Dining Advisory Committee\* - no meeting. Libbi Havelin (Cristi Stevens)

Employee Benefits Committee Orly Hardin (Cindy Ratcliff)

Health and Wellness (Timothy Hopkins)

Inclusive Excellence Leadership Ogorchukwu Johnson (Summer Mord)

Instructional Technology Advisory Committee - met Darrell Banks (Kenner Patton)

in November. Darrell reported on 4 possible items on agenda.

Parking and Traffic Regulations Committee – report Elizabeth Standley (Chantel Solis-McCoy)

provided in email:

“Two items were brought forward for an email vote: 1. Addition of 10 electric vehicle charging stations in the residential zone.  A surcharge added to their parking permit will allow for residential students with EVs to utilize the spaces.  The surcharge is just for those who will use the charging stations.  2.  Rezoning of Hill Science area parking to accommodate the staff/faculty who are moving there during the Dorman Hall renovation.  This will move the current maroon (any permit) parking to staff parking.  After several email questions were posed and answered the vote occurred and both motions passed.”

Performing Arts Committee – there was an email Cambrie Johnston (Amber Box)

to the committee asking for recommendations of next season performers. There will be a meeting next.

Recreation Advisory Committee Catherine Williams (Sophia Barnett)

Satisfactory Academic Progress Committee\* Dominique Belcher (Elizabeth Standley)

No emails yet.

Special Events & Game Day- no meeting. Melissa Inmon (Libbi Havelin)

Sustainability Committee – no meeting. Matthew Mackey (Natalie Krol)

Traffic Appeals Committee Timothy Hopkins (Chantel Solis-McCoy)

Work-Life Balance Committee – no meeting . Cindy Ratcliff (Ashley Patterson)

\**not an official university standing committee*

**Staff Council Committee Assignments 2023-2024**

**Communications Committee**

Latara Arterberry – CHAIR

Darrell Banks

Sophia Barnett

Dominique Belcher

Cambrie Johnston

Ashley Patterson

**Policies and Procedures Committee**

John Michael VanHorn – CHAIR

Summer Mord
Matthew Mackey

Orly Hardin

Amber Box

**Awards & Scholarships Committee**

Veronika Jelinkova – CHAIR

Joni Branning

Lateshia Butler

**Events Committee**

Cristi Stevens – CHAIR

Libbi Havelin

Timothy Hopkins

Melissa Inmon

Cindy Ratcliff

Chantel Solis-McCoy

Lisa Dye

Catherine Williams

Ogorchukwu Johnson

Natalie Krol

Kenner Patton

Elizabeth Standley