

Minutes of April 4, 2001 meeting

2:30 p.m., Union 404 A&B



PRESENT:

Jean Baker, Bettie Bey, Betty Brown, Dennis Bullard, Joni Camp, Nina Cheshier, Mary Chrestman, Shirley Fisher, Earlene Foster, Shellie Harrison, Melissa Hudson, Dino Johnson, Regina Jordan, Buddy Kahler, Anne Klingen, Denise Knighton, Deborah Lemmons, Shannon Lovejoy, Jonnie Manning, Lynn Mills, Traci Mitchell, Conny Parham, Dave Sagaser, Tony Seaman, Mark Shows, Karen Tuttle, Sherry Wall, Amanda Wood

EXCUSED:

Buster Clark, Sam Johnson, Janea McDonald, Rosa Vance, Jeanette Wells

UNEXCUSED:

Heu Oldham

GUEST:

Dr. Robert Khayat, Chancellor

President Sherry Wall called the meeting to order and introduced our guest speaker, Dr. Robert Khayat.

Guest Speaker:

Dr. Khayat thanked everyone for being willing to serve on the Staff Council. He stated that he hoped everyone would feel free to participate openly in any discussion today. Dr. Khayat began his speech by reflecting on the changes that have occurred on the Ole Miss campus within the last six years, since he assumed the office of Chancellor. Dr. Khayat stated that what has been accomplished has been done so by building on what our predecessors started.

Six years ago, meetings were held across the campus to gather ideas on what areas needed attention and how we could improve our efficiency and service to students. From these meetings, 123 ideas were identified. Some of the top concerns were identified and steps have already been taken to implement some of these ideas. Some are still on-going.

1. **Students.** Six years ago, enrollment had dropped 7% and costs had risen 29%. Enrollment has gone from 10,181 in 1995 to 11,492 this year. Our residency ratio is 60% residents of Mississippi and 40% non-residents. Because of the increase in enrollment and funds generated from the enrollment, this year a budget cut of 7% (roughly \$5 million) was able to be translated to only a 1.14% cut at the department level.
2. **Library.** The John D. Williams Library has recently been renovated and expanded. Funding for acquisition of books and research materials has been increased.
3. **Faculty/Staff Compensation.** This continues to be one of our top concerns. Dr. Khayat stated that faculty/staff compensation accounts for approximately 73% of the University's entire budget. During his first year as Chancellor, faculty and staff received a 0% increase. The second year showed a 3% increase, followed by another 3% increase in the third year. In the fourth year, there was a 7.5% increase. And as we all know, unfortunately there will be no increases again this year. This translates to a 13.5% increase over a 5-year period. These figures all represent figures as directed from IHL. Some people may have received more or less during any given year. Budget directions say the "average" has to be a certain percentage, but within a department, leeway is given within certain guidelines.

On the University campus, \$6.82 is the lowest wage paid to a full-time staff member. Dr. Khayat stated that if

you are a full-time staff member and are not making at least \$6.82, you should contact Johnny William's office.

To give a 1% increase in salary takes \$750,000.

4. **Improving classrooms, labs, library, grounds.** We are working to make all areas more functional, safer, beautiful, and more productive.
5. **Establish extraordinary programs**, such as the
 - a. McDonnell-Barksdale Honors College
 - b. Croft Institute for International Studies
 - c. Racial Reconciliation
 - d. Trent Lott Leadership Institute
6. **Expand research.** One way to measure the quality of our institution is by the amount of external funding received. In 1995, we received \$17 million. In 2000, we received \$44 million. In the 9th month of fiscal year 2001, we have already received \$48 million.
7. **Increased private support.** We all know about the efforts of the Major Gifts Campaign and the Foundation in seeking and finding private support.

We have either completed or made substantial progress on the top seven goals that were set six years ago.

Dr. Khayat asked everyone to help us find additional areas that can be improved. He suggested that these ideas be collected and sent to Gloria Kellum's office.

1. Think about ways we can be more efficient in the way we operate. Send these ideas to the signatory officer of your department.
2. What is your vision for the University?
3. What are the priorities that you see for the University?

Dr. Khayat addressed the budget issue by stating that the Legislature has been building the fiscal year 2002 budget. The legislature has predicted a 3.7% increase in revenues. The governor projected a 1.0% increase. After much discussion, they agreed on the 3.7%. If the governor is right and income does not meet the 3.7% increase, there will be a mid-year cut. We are going to go into the fiscal year 2002 with a 5% reserve just in case. So peoples' jobs should be secure.

How are we going to handle the current decrease that has been mandated? According to Dr. Khayat, this will be handled by

1. asking the Board for:
 - a. flexibility in increasing tuition; probably ask for a 10 to 15% increase
 - b. flexibility in scheduling classes / start and end dates for semesters. If M-W-F class times are increased to one hour, we should be able to end the semester two weeks earlier than usual. This would allow us to plan for a intersession during the month of January, and start the spring semester around February 1. This would also allow us to close down buildings that are not being used to save on utility costs.
 - c. flexibility in pay increases for faculty and staff
2. increase in grants revenue
3. private support funds

When questioned about why other state institutions closed for the week of spring break, and Ole Miss did not, Dr. Khayat stated that one reason was because we had our spring break first. Another reason is that we had work that had to be done. He stated that he thought we currently have a very liberal leave policy. After a person has been employed

at the University of Mississippi, he/she is eligible for 45 days leave time a year, including holidays. The Board mandates a maximum number of 15 holidays. Ole Miss currently has 15 holidays. In addition to this, most of the departments have a liberal policy in that if a person gets a call and has to go pick up a sick child, no one is charged leave time for this.

The funding for repair and renovation of buildings is completely separate from the funding for general operation of the University. These funds cannot be used for general operating expenses, such as pay increases for faculty and staff. Money has to be set aside for upkeep of buildings so repairs can be made before the building are falling apart. This year, \$2 million was earmarked for this, with an additional \$4 million for the renovation of Guyton Hall.

The Department of Interior has purchased the forest lands for \$28 million. They are to pay \$10 million this year. The interest from the sale of the forest lands will be earmarked for repairs here on this campus.

When questioned how contractors are decided on for the renovation process and whether warranties are given, Dr. Khayat stated that contracts are given based upon a bid process. There is a Building and Planning Committee who oversees the buildings being renovated. Before the buildings are accepted back from the contractor, this committee compiles a "punch list" of items to be corrected, which is given to the contractor. If you're in a building that has recently been renovated and there are problems, you should put together a list of the problems and give them to Bill Anderson.

President Wall thanked the Chancellor for speaking to us today, and for his dedication to improving the campus and the quality of education for our students.

Minutes:

Buddy Kahler made a motion to accept the minutes of the March meeting. Denise Knighton seconded the motion. The motion was carried with no opposition.

Announcements:

- Everyone was reminded about the absentee policy for the Staff Council, and urged to attend all meetings.
- Nominations for officers for July 1, 2001 through June 30, 2002 were accepted:
 1. Secretary
Amanda Wood
 2. Treasurer
Shannon Lovejoy
Dave Sagaser
 3. President-Elect
there were no volunteers. The by-laws state that a person must be a member of the council for a year before being elected President-Elect. One member who was questioned as to whether he would consider running, has only been on the council since August 2000 (11 months). Joni Camp made a motion to make an exception this year since no one had stated they would run. Melissa Hudson seconded the motion. The motion was carried with one opposition. The council member stated he would "think about it" and let Traci Mitchell know whether she could put his name on the ballot or not.
- President Sherry Wall reminded everyone to vote on April 17th, no matter what stand they take on the state flag issue.
- A discussion was held concerning Awards Day / Employee Appreciation Day. It was agreed that spending \$20 to \$30 each for gifts for people with greater than 30 years of service was acceptable. The number of programs to be printed for the ceremony is 200. When asked whether there was going to be a plant swap this year, President Wall stated that it was discussed at the March meeting, but no interest was shown in holding it.

Committee Reports:

- Joni Camp reported that the Spring Exam Breakfast has been set for Tuesday, May 8th, from 9:00 - 11:00 p.m. All volunteers to serve are asked to be at Paul B. Johnson Commons at 8:30 p.m.
- Blood Drive - volunteers to serve are still needed, according to Karen Tuttle. The dates are May 16th and 17th. To volunteer, contact Jeanette Wells or Karen Tuttle.
- Concerns - Buddy Kahler stated he had received a question regarding budgets and wasteful spending, such as money for elaborate brochures and programs for special events. Buddy reported that brochures and programs generally are printed up as part of the cost of doing business in order to attract private donors. This cost is a "one-time" expenditure that usually comes from the Foundation, whereas money for salary increases has to be there year after year.
- A staff member stated there was a problem with parking around Athletic West. She was told to contact Dr. Keith Womer, Chair of the Traffic Safety and Planning Committee.
- Sherry Wall asked for a volunteer to serve on the Convocation Committee. Denise Knighton volunteered.

The meeting was adjourned.

/s/Sherry Wall, President

/s/Buddy Kahler, President-Elect

/s/Jonnie Manning, Secretary

Staff Council e-mail address: staffcouncil@olemiss.edu

Staff Council Homepage: http://www.olemiss.edu/orgs/staff_council/

If you are interested in joining the Staff Listserv, please visit the Staff Council Homepage or talk to a Staff Council Representative or send an e-mail message to Majordomo@listserv.olemiss.edu with the words "*subscribe staff*" in the body of the e-mail message.