

The University of Mississippi
Minutes of the Meeting August 3, 2005

Staff Council
Union 404 A&B

Present: James Akey, Dotty Baker, Debbie Binkley, Debbie Bishop, Robert Bishop, David Blackmarr, Rachel Bost, Brenda Brannan, Joey Brent, Nina Cheshier, Carra Hewitt, Ron Kitchens, Ann Mason, Ardesa Minor, Traci Mitchell, Susan Neal, Jennifer Pardoe, Paula Park, Randall Pinion, Amy Saxton, Karen Tuttle

Excused: Pam Barefield, Jeff Howell, Patti Mooney, Deidra Phillips, and Mary Harrington, Kim Chrestman

Unexcused: Corrie Free, Cathy Grace, Jerry Moore, Ben Pharr, Bettie Puckett, and Timothy Woodard

Call to Order:

President Joey Brent called the meeting to order at 2:35 P.M. Brent introduced Barbara Collier, Director of Employee Health as the guest speaker.

Ms. Collier reported that she was not sure when the new Employee Health Services Department would be open as the Counseling Center is still occupying the space. She stated that emails will be sent out to staff and Public Relations will be putting together packets to inform staff about the clinic's services.

Last year, University officials requested that Ms. Collier put together a proposal for providing health care services to university employees. For the past several years, the University has provided employee health screenings at the Student Health Center during the summer.

Ms. Collier reported that University employees would be able to receive treatment for acute health problems and possible physical therapy services. She described the criteria as follows: full-time University employees who receive full benefits would be eligible for the services. This does not include employees' family members, retirees, or part-time employees. Treatment for acute health problems does not include health conditions such as diabetes, high blood pressure, and cholesterol management, as the University does not have enough time, money, or space to accommodate chronic health concerns. Ms. Collier reported that the center hopes to have materials that will supplement what your regular physician provides to you for educational purposes.

The clinic will start with one physician and employees will be seen by appointment only. Ms. Collier reported that this will not be an emergency facility and it is likely employees will not get an appointment on the day that they call. In the case of emergency, employees will need to contact their local physician. The clinic will be closed during the noon hour, as there is no support staff. The proposal is for the fees to be around \$30.00 so as to insure that those employees who have not met their deductible or who are not able to afford the costs are able to obtain medical services. Fees will be payroll deducted. If lab work or x-rays are completed at the time of the visit, employees will be given the option of stretching the payments over a maximum four-month period. The clinic will provide employees with a form to be used for insurance reimbursement purposes. However, the clinic will not be a preferred provider.

The clinic will be a service provided by the University and not a source of income to the University. The final note by Ms. Collier is that the University is striving to meet the needs of employees without lowering the standard of care for students.

Approval of Minutes: The July 2005 minutes were approved with no corrections.

Treasurers Report:

Nina reported that expenditures were made in travel for Joey and Mary's trip to Jackson, Ms to attend the MASCO meeting. Significant expenditures were also made in the textbook scholarship account for purchases. The treasurer's report was approved with no corrections.

Committee Reports:

President Brent reported that at the MASCO meeting, performance evaluations were discussed. Many universities had made recent changes to their evaluation forms and process, and some for merit raises. The establishment of on-campus Federal Credit Unions was another topic at the meeting, as most schools do not have a credit union. Financial support for staff development was also discussed. At the next meeting, members will consider various forms of Staff Council surveys. This is to help the Councils know what staff members of the university need or want as well as to know if administration is listening to the Staff Council. President Brent assured the Council that our administration does listen and attempts to accommodate our needs as staff.

Old Business:

President Brent announced that the pictures posted online by Imaging Services were from 2004 and not 2005 as hoped. He reported that they would be corrected soon.

President Brent addressed concerns from the previous meeting on the hiring process of the University offering jobs internally before being opened to the public. According to Clay Jones from Human Resources, departments have three choices when hiring for a new position, which include opening the position to only applicants from their department; opening position to applicants only within the University community; and opening the position to all potential internal and external applicants.

A second concern was whether the University could offer staff scholarships to spouses like Delta State does. The response from Clay Jones was that Delta State has offered this program in the last several years to compete with universities like Ole Miss to secure good faculty and staff. In addition, Mr. Jones stated that the University does not provide this program like Delta State; the University provides other programs like textbook scholarships that many other universities do not provide. Mr. Jones explained that spouse scholarships are not a part of IHL board policy. However, before a discovery process can take place, the administration would have to decide if this would be something to pursue, particularly in the light of potential lost revenue. This issue would need to be discussed at the executive level, and Mr. Jones assured the Council that HR would provide research and support if executives would like to pursue this subject further.

A third concern was whether staff could take classes at other universities as a part of their free classes. According to Clay Jones, the issue has been addressed by the President's council through MASCO several times, but so far no solution has been reached.

The final concern about the retirement parties was decided that each department would once again begin to have their own retirement parties as for the past four years since there has been little or no response with the annual University-sponsored retirement party.

New Business:

Ms. Bost reported that she would like for staff members who are purchasing books online to place their orders in an electronic shopping cart and then email her the information such as the login name and password to simplify the purchasing process. She reported that staff could later change the password if they so choose. Scholarships are for only \$150.00 per semester, however, intersession is not included and summer sessions count as one semester.

Mr. Kitchens reported about Meet and Greet Day, which is a program whereby Staff Council members are stationed at key areas around campus the first two days of school to assist new students in finding classrooms. He stated the Council would coordinate with Whitman Smith to have one hundred percent participation to meet and greet students on August 22nd and 23rd.

Ms. Saxton discussed Move-in Mania August 17th, 18th, and 19th. She stated that volunteers were needed on these days to help students move in and to answer questions from both parents and new students.

President Brent reported that on behalf of Ms. Phillips that the new staff brunch was a success. The Council has decided to hold the brunch semi-annually in May in conjunction with Staff Appreciation Week and in November. Council members will be notified of the November date of the reception.

President Brent suggested that the Council should have a new picture made to go on Staff Council business cards, or perhaps could be printed without a picture to avoid making new ones each year.

Announcements:

Staff Council and Aramark have teamed up to help sponsor the Staff Council Member of the Month Award. Aramark will provide two meal coupons to the winners. Members of the Month were Amy Saxton (June), Deidra Phillips (July), and Brenda Brannon (August). Congratulations to these members. President Brent stated that this is a way to honor members for their hard work.

The next Staff Council meeting will be September 7, 2005 at the Depot with Gloria Kellum as the guest speaker.

Concerns:

Ms. Saxton complimented UPD on sending out emails concerning golf carts on campus and also emailing about stronger enforcement of violations such as wheels to left curb.

Members expressed concerns about the flow of traffic on game day on campus.

Meeting adjourned, 3:45 pm

/s/ Joey Brent, President

/s/ Ron Kitchens, President-Elect

/s/ Paula Park, Secretary

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

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

Staff Council Webmaster: dptjb@olemiss.edu