

## Minutes of December 6, 2000 meeting

2:30 p.m., Room 404 A/B Union



### **PRESENT:**

Julie Andrews, Bettie Bey, Woodson Boyden, Joni Camp, Shirley Fisher, Earlene Foster, Shellie Harrison, Melissa Hudson, Dino Johnson, Sam Johnson, Buddy Kahler, Jonnie Manning, Janea McDonald, Traci Mitchell, Conny Parham, Donna Patton, Sherry Wall

### **EXCUSED:**

Betty Brown, Mary Chrestman, Buster Clark, Judy Fos, Anne Klingen, Theresa Knight, Denise Knighton, Shannon Lovejoy, Lynn Mills, Tony Seaman

### **UNEXCUSED:**

Cherry Douglas, Michael Vanderlip

President Sherry Wall called the meeting to order. Donna Patton made a motion to accept the minutes of the November meeting. Melissa Hudson seconded the motion. The motion was carried with no opposition. President Wall then introduced our guest speaker, Ms. Barbara Collier, Director of Student Health Services.

### **Guest Speaker:**

Ms. Collier reported on a program that she and Dr. Khayat have been working on to help employees with the increase in health care premiums and deductibles. This program will be available during the summer months (beginning May 15th) for 2.5 months. It will involve providing screenings and examinations for employees on a first-come, first-served, by appointment only basis. There will be medical staff who will perform the routine examinations, such as ear, eye, throat, listen to your heart, your lungs, check your blood pressure, etc. In addition to this, there will be a prostate check for males over 50. Females will be able to have a PAP smear and breast examination (but no mammogram). They will also perform an "executive profile" blood test. This will provide medical personnel with information on your blood sugar, thyroid, kidney, CBC, liver function, as well as other items. Males over 50 will also have a PSA test. This test helps to detect prostate cancer.

The employee's fee for these screenings is \$25.00. Dr. Khayat has committed to finding funds to cover the remainder of the costs involved. The Student Health Service will not be filing any insurance claims, so this \$25.00 will not count toward your deductible on your insurance. The \$25.00 payment may be set up on payroll deduction, and can be taken out over 1 or 2 pay periods. This service is only available to faculty and staff not to any of their family members.

Unfortunately, the Student Health Service does not have a large enough facility or enough medical personnel to provide this service year-round. Neither will they be able to see every employee during this 2.5 month period. That is why you will need to make an appointment to have a screening. They will begin taking appointments in March or April.

The Student Health Service will not treat an illness, nor will they prescribe or fill prescriptions for employees. If a possible medical problem is found, you will be referred to your own physician or to the specialist of your choice.

Each employee should receive a letter shortly outlining the entire program and what will be offered. All employees are encouraged to take advantage of this program. Department heads will be asked to encourage their staff to participate. Employees will be allowed to take time off work to have the screening performed, and this time will not count against

their sick leave or personal leave accumulation.

Sherry Wall thanked Ms. Collier and Dr. Khayat for their time and effort in designing this program, and for the dedication to the staff that it shows.

## **Announcements:**

- The Staff Council would like to take this opportunity to congratulate Dr. Khayat and his team on their success in bringing Phi Beta Kappa to our university. This is a real honor for Ole Miss, and we appreciate all their efforts and hard work.
- The Staff Council also would like to express our thanks to Dr. Khayat, Aramark, University Auxiliary Services, and Barnes & Nobles for the lovely Thanksgiving luncheon we all recently enjoyed. We feel that the luncheon was a great success, and we appreciate their generosity.
- Sherry stated that she had been contacted by Representative Jay Eads. Jay is planning on re-introducing the donated leave bill in January, but he requested help in writing the specifications. One concern is that "catastrophic illness" be better defined, because the donated leave system was previously abused by some people. Melissa Hudson volunteered to work on this project. Jay stated that he needed the information back by December 15th, so he could get it to the lawyers who would write the bill for presentation to the legislature.

## **Committee Reports:**

- **Executive Committee's meeting with Dr. Khayat:** Sherry Wall announced that the following items were discussed.
  1. There was concern about staff in some offices being allowed to leave early on Wednesday before the Thanksgiving holiday, while others were not allowed to leave early. Dr. Khayat stated that in the future for Thanksgiving and Christmas holidays only everyone will be treated equally. The offices must remain open, but if an employee is asked to stay to cover the phones, he/she will be given an equal amount of time off at a later date. This is not a guarantee that everyone will be allowed to leave early. It is a guarantee that everyone will be treated equally.
  2. Dr. Khayat has committed to providing initial funds to help provide scholarships to pay for text books for staff members who may not be able to afford them otherwise. He asked that the Staff Council develop the criteria for the screening and approval process. President Wall stated that the Staff Council already has a committee working on providing these points.  
(Discussion during Council meeting) Janea McDonald made her committee report at this point. Janea passed around the application form that her committee had established. The employee will need to know the cost of the textbooks at the time they make an application. The application must be submitted and approved before books are purchased. There will be no reimbursement to the employee. If approved, the employee will receive a voucher for up to \$100 that they can take to the University Bookstore to purchase their books. Information concerning the criteria will be published at a later date. This procedure will begin with first summer term in 2001.
  3. Dr. Khayat reported that his request for flexibility in determining tuition and pay increases has been placed on the agenda for the President's retreat that is scheduled for January. As soon as he knows something, he will let us know.
  4. The Staff Council asked Dr. Khayat to help find us a permanent office location. He stated that he has asked Provost Staton to check into this for us. Dr. Khayat said that it will probably be spring or early summer before a location can be found.
  5. We discussed holding benefit workshops for employees. There is a concern that not all employees know what benefits are available to them, or exactly what these benefits can provide for them. The Staff Council

has agreed to work with Human Resources to provide the workshop to the staff.

- **Search Committee for Vice Chancellor for Student Life:** Traci Mitchell reported that the committee is currently reviewing applications. They are in Stage 1 of the process.
- **Search Committee for Vice Chancellor for Research:** Conny Parham reported that they are meeting next week to finalize the screening forms. They will then be able to look at the resumes.
- **Special Events Committee of the Staff Council:** Joni Camp reminded everyone that the Exam Breakfast is scheduled for Tuesday, December 12th, from 9:00 p.m. to 11:00 p.m. Volunteers need to be at the Johnson Commons by 8:30 p.m. Please wear a Staff Council T-Shirt. If you do not have a Staff Council T-shirt to wear, call Joni at 7234 or Jonnie Manning at 5021 and tell them what size you need, or send email to [jonic@olemiss.edu](mailto:jonic@olemiss.edu) or [dpjsm@olemiss.edu](mailto:dpjsm@olemiss.edu) . Joni expressed her thanks to Julie Klepzig for designing the flyers.
- **Concerns Committee:** Buddy Kahler reported that he had received several concerns.
  1. The first concern was about leaving early before the holiday. This issue has already been addressed earlier in the minutes.
  2. An employee was concerned about student parking around the Telecommunications building. Buddy spoke with Joni Camp at UPD, and UPD will place increased emphasis on patrolling and ticketing in that area. Buddy stated that he had also recommended that the person contact UPD to receive training in writing tickets.
  3. A staff member had previously asked why the faculty accrue leave time at a different rate than staff members. Buddy reported that 9-month faculty do not earn personal leave, so they earn sick leave at the rate of 13.3 hours per month. If a 9-month faculty member teaches in the summer months, they do not earn any leave time during this period. Regular 12-month faculty and staff employees earn 12 hours personal leave and 8 hours sick leave per month, for a total of 20 hours per month. (These rates are for employees who have been employed less than 3 years. After 3 years, the personal leave rate goes up, and the sick leave rate goes down.)

**The January meeting has been re-scheduled to January 10th, at 2:30 p.m.**

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](mailto:staffcouncil@olemiss.edu)

Staff Council Homepage: [http://www.olemiss.edu/orgs/staff\\_council/](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](mailto:Majordomo@listserv.olemiss.edu) with the words "*subscribe staff*" in the body of the e-mail message.