

Minutes of December 2, 1998 meeting

2:30 p.m., Union Ballroom



PRESENT:

Julie Andrews, Woodson Boyden, Joni Camp, Onice Carter, Mary Chrestman, Buster Clark, Thelma Curry, Sondra Davis, Cherry Douglas, Laura Gillom, Willie Hilliard, Clay Jones, Floyd Klepzig, Theresa Knight, Jonnie Manning, Traci Mitchell, Jerry Moore, Conny Parham, Lucienne Savell, Calvin Sellers, John Stone, Steve Stricker, Doug Stuart

GUESTS:

Dr. Robert Khayat, Dr. Gloria Kellum, Dr. Jim Chambless, Mr. Harry Gaston, Ms. Bettie Puckett

EXCUSED ABSENCES:

Dennis Bullard, Amy Burrow, David Elmore, Judy Fos, Mary Harrington, Donna Patton, Sherry Wall

UNEXCUSED ABSENCES:

Cyndi Baskett, J Stern

President Onice Carter called the meeting to order and introduced our guest speakers today: Dr. Khayat, Dr. Kellum, Dr. Chambless, and Mr. Gaston. They presented a slide-show presentation on the 20 Critical Success Factors / Strategies the University will employ to reach its vision to be and to be perceived as a great public university. These strategies are:

1. Enhance the visibility, perception, and reputation of the University of Mississippi in Mississippi, the United States, and the World.
2. Achieve competitive faculty and staff compensation and career opportunities.
3. Enhance the environment for research productivity.
4. Increase opportunities for faculty and staff development.
5. Increase diversity among students, faculty and staff.
6. Enhance the quality of campus facilities.
7. Enhance library resources.
8. Maintain and advance technology infrastructure for the 21st century.
9. Enhance student support services.
10. Shelter a Phi Beta Kappa chapter.
11. Establish a Leadership Institute.
12. Maintain quality athletic programs for the 21st century.
13. Structure a total educational experience for students.
14. Increase alumni involvement.
15. Utilize Project DISCOVER.
16. Increase revenue from all sources.
17. Maintain or decrease costs.
18. Achieve SREB Doctoral I status.
19. Increase student enrollment.
20. Maintain dynamic continuous institutional planning.

These visions, explained in more detail, can be found on the web at

http://www.olemiss.edu/depts/vc_academic_affairs/csf/vision.html

Questions concerning the 20 success factors follow:

Question: Regarding Strategy 18, how will the sub-point of "reallocating faculty positions to areas of productivity"

work?

Answer: Dr. Khayat responded. *We will challenge the faculty to be more productive in their areas.*

Question: Could you elaborate on the sub-points for Strategy 15?

Answer: Dr. Khayat responded. *I think Project DISCOVER is going to have a big impact on that strategy because we're going to see that a lot of the things that have been done manually are going to be done electronically. We feel that positions will be upgraded to reflect the new responsibilities. There is a point where people will have to be re-trained because of Project DISCOVER. And there will come a time when there will be fewer jobs, but that will come through attrition.*

Question: Strategy 4, sub-point 2 "Provide staff development opportunities to maintain state-of-the art practices" has there been consideration given to having people in Human Resources whose job is only to deal with staff development? If so, what?

Answer: Clay Jones responded. *I have submitted a proposal to try to get some additional funding. I think Project DISCOVER will probably make some suggestions that will help in this direction. I also think that if we get more efficient in our office, we will be able to release some of our current personnel that deal with day-to-day questions and let them deal with staff development.*

Question: Sometimes it is hard for staff members to leave the office to attend staff development seminars.

Answer: Dr. Khayat responded. *We just have to find a way to do it. I think when people come together in good faith, we can find a way.*

Question: Can you elaborate on how Strategy 2 can be accomplished?

Answer: Dr. Khayat responded. *By combining self-generated and state fund increases, we should be able to accomplish this. I am expecting to have a good year for salaries this year.*

Question: Will raise money be lumped together again? Staff cannot compete with faculty increases.

Answer: Dr. Khayat responded. *We understand that the lower paid people get lower raises with a percentage raise. We will try to be sensitive to this.*

Question: Will the raises be based on merit only again? What about when there are personality conflicts between supervisors and staff members?

Answer: Dr. Khayat responded. *Supervisors have to be objective in determining raises.*

Question: Can you elaborate on the Leadership Institute?

Answer: Dr. Khayat and Dr. Chambless responded. *It will be a program with an undergraduate minor in Leadership Studies. We will attempt to provide leadership training for all studies and also for our own non-traditional studies.*

President Carter thanked everyone involved in the slide-show presentation and introduced Bettie Puckett, Director of Regulatory Compliance and Equal Opportunity. Ms. Puckett stated she would be happy to come back and speak to the Staff Council at another time. Ms. Puckett reminded everyone that the Regulatory Compliance office has now moved to Weir Hall where Purchasing used to be.

Buster Clark passed out copies of a report from Project Discover listing the top 10 and the bottom 10 items from their recent survey. There were 80 survey questions. Buster invited anyone interested to go by the Project DISCOVER office in LaBauve and see the entire survey results. Buster reported that discussions are continuing with S.A.P. The Project DISCOVER team is in the process of getting drafts ready to go to the Steering Committee on 12/18/1998. Each section of the team was allotted 5-7 pages per process. Project DISCOVER is stressing accountability at all levels.

Traci Mitchell passed around a report of all Staff Council members and asked them to verify their contact information and also when they were elected or appointed to the Council.

Onice Carter stated she had received a correction to the minutes for the November 1998 meeting from Larry Sparks. Mr. Sparks asked that the minutes concerning Project DISCOVER be amended as follows:

"The Software Selection Committee made a recommendation to the Project DISCOVER Steering Committee, the Provost and the Chancellor. Approval was granted to enter into contract negotiations with S.A.P. We hope to be able to negotiate a contract by the Christmas break."

President Carter asked for an update from the committees formed to draft proposals:

- Higher Education Expense Assistance -- Conny Parham reported their committee did have a rough draft of something, but stated they have a lot of questions that need to be resolved.
- Staff Development -- John Stone reported they also had a lot of questions that needed to be answered.
- Staff Technology Grant -- Jonnie Manning reported they had not been able to meet yet.

All committees asked that a meeting be scheduled with Dr. Gloria Kellum to see if some of these questions could be answered. Onice agreed to schedule a meeting with Dr. Kellum.

Committee Reports:

- Publicity Committee -- Woodson Boyden reported that all of the information needed for the brochure has been pulled together, but that it would probably be after the first of the year before Publications can produce them.
- Elections/Membership Committee -- Traci Mitchell commented on the report being passed around and asked everyone to complete their information as much as possible.
 - She also stated that as a result of changing membership terms from 2 to 3 years that we have 18 memberships expiring in 1999 and none expiring in 2000. This committee recommends that in order to get back on track and have one-third of the membership expiring each year, we ask for 10 to 11 members whose memberships are expiring this year to extend their term for another year. The Council voted unanimously for this extension. It was noted that officers terms would not be extended and several people had asked not to be extended. Therefore, it was left up to the membership committee to determine whose memberships would be extended.
 - Traci reported that Martha Woolfolk would be replacing Sue Hodge.
 - Michael Booke recently resigned from the Council, but since the term he was fulfilling expires in February 1999, it was decided not to appoint anyone for this short period of time. This vacancy will be filled with the next election.

President Carter reminded everyone of the Exam Night Breakfast set for Monday, December 14, 1998, from 9:00 - 11:00 p.m. in Paul B. Johnson Commons. "Board Plan" members eat free. All others pay \$1.00. A student ID is required.

President Carter stated she had received some questions about the January meeting. It is scheduled for January 6, which is the first day of class. Lucienne Savell made a motion to change the meeting to January 13th. Sondra Davis seconded. The motion was carried with no opposition. **The next meeting of the Staff Council will be January 13th at 2:30 p.m.**

Lucienne Savell made an announcement about the upcoming Christmas parade. On that day, all cars parked around the Circle need to be moved by 5:00 p.m. The Old Chemistry parking lot will be closed off at 5:00 p.m. also. Your vehicle can be towed if it is not moved. The lower Education parking lot will be closed all day because of the barricades for the fireworks.

President Carter reported she had given Chancellor Khayat a copy of the compensation issues discussed at the last meeting. He was very supportive on items 1 and 2 and said he would get with Clay Jones and Johnny Williams on item 3. Clay Jones reported that the \$90,000 discussed as part of the compensation issues is the amount to get everyone assigned a target salary in Jan 1996 to their "individual" target salary. Additionally, there are about 25 job classes which are not currently at the target salary assigned that particular job class. These job classes will be raised to their target salary as the compensation for individuals in these job classes is raised.

There being no further business, the meeting was adjourned.

/s/Onice Carter, President
/s/Traci Mitchell, President-Elect
/s/Donna Patton, 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.