

The University of Mississippi

Minutes of Meeting March 4, 2009

Staff Council

University Foundation, Memory House

Present: Dotty Baker, Prema Balachandran, Holly Bethune, Debbie Binkley, Debbie Bishop, Lisa Bishop, Carol Bullard, Sandra Cox-McCarty, Tiffany Edwards, Stan Fortner, Mark Garneau, Angie Gurner, Shellie Harrison, Marla Holcomb, Gwen Hutchins, MaryAnn Kerr, Natcha Knight-Evans, Erin Miller, Jane Michelletti, Julius Minor, Stephanie Mitchell, Patti Mooney, Patricia Oswalt, Paula Park, Johnny Price, Deborah Purnell, Anita Randle, Dana Ros, Neal Sellers, Johnette Taylor, Ryan Upshaw, Jacqueline Vinson, Benita Whitehorn, Pam Wilburn

Absent-Excused: Chris Ann Harwell, Chad Hunter, Jennifer Taylor

Absent-Unexcused:

Call to Order: President Shellie Harrison called the meeting to order at 1:30 PM.

Speaker: Introduction and welcome extended to speaker, Whitman Smith, Director of Enrollment Services.

Whitman spoke regarding the change that has occurred in the Department of Admissions with the creation of "Enrollment Services". Whitman, previously Director of Orientation, became Director of Enrollment Services this past summer when Admissions and Orientation merged. Enrollment Services is the recruiting side of Admissions. Their primary responsibility is the recruitment of students, managing mailings to recruits, managing data information for recruits, and answering phone calls from students and parents who are in the recruitment process. The Admissions side of the department consists of the registrar and all the people who process Admissions applications, transcripts, etc. This area is under the direction of Charlotte Fant. The charge of the department is to raise enrollment.

Whitman noted that many staff members start in the office of Admissions and then go on to other departments within the University, three of which are presently involved in Staff Council: Dana Ros, who works as a Community College recruiter; Ryan Upshaw, who formerly worked directly with Admissions, but is now working in recruitment for the Honors College dealing with very high ability students; and Erin Miller, who is working in the School of Accountancy, but formerly worked in Admissions.

Enrollment Services recruits in major metropolitan areas in the South (Texas, Arkansas, Missouri, Kentucky, Tennessee, Alabama, Florida, Georgia, North and South Carolina, Virginia, and the entire state of Mississippi). Recruitment takes place within high schools in these areas as well as daily recruitment here on our campus. Some of the recruitment efforts are accomplished through email, telephone, hand written letters, and internet. Application numbers are up about 5% over this date last year. Transfer and freshmen applications are up 5% as well. In late January last year our applications number peaked in terms of percentages and dropped significantly. This year the peak did not occur until mid February and at that point started to trickle down.

Whitman noted the best way we, as Staff Council members can help with recruitment is to be friendly when we see folks on campus that we do not recognize. Our campus is known for our hospitality.

Introduction of New Members: President Shellie Harrison introduced and welcomed new Staff Council members: Stan Fortner, Telecommunications; Lisa Bishop, Student Health Services; Mark Garneau, Aquatics and Risk Management; Chad Hunter, Facilities Planning; Natcha Knight-Evans, Registrar's Office; Erin Miller, School of Accountancy; Stephanie Mitchell, Media Productions & Distance Learning; Patricia Oswalt, College of Liberal Arts; Paula Park, UPD; Anita Randle, Office of Research and Special Projects; Dana Ros, Admissions & Enrollment Services; Jacqueline Vinson, Provost's office

Minutes: Approved by general consensus

Treasurer's Report: Approved by general consensus; it was noted by Nina Jones that there had been a budget reduction for FY 2009 and there would probably be another one for budget effective July 1, 2009. The scholarship budget line would not be affected for FY 2009; however, both scholarship and general operating lines could be affected July 1, 2009.

Unfinished Business:

Committee Reports:

Staff Appreciation Committee

Shellie Harrison reported the committee met last month; the next monthly meeting will be March 24. Staff Appreciation will be May 13-15, 2009. Staff Appreciation Activity Sheets were passed around. Shellie will be sending an email to the entire membership encouraging all to attend the meeting for suggestions/input. She encouraged the new members to sign up for this committee. Also, a list was passed around that contained the activities that will be taking place during Staff Appreciation.

Music & Meditation Committee

Carol Bullard asked for suggestions for a speaker in Paris-Yates Chapel during Staff Appreciation. It was requested that anyone with suggestions please email Carol.

Recycling Committee:

Benita Whitehorn asked any new members interested in joining the Recycling Committee, please contact her by calling 7355. She also reported that Scott Steen would be starting a pilot program to pick up plastic/aluminum items in the larger buildings, i.e. the Library. Anyone needing cardboard containers for recycling should call Scott at 7051.

Outstanding Staff Member Committee:

Nina Jones noted that she is now off Staff Council but would be glad to help whoever will be leading the Outstanding Staff Member Elections. This needs to be addressed as soon as possible.

Standing Committee: Johnette Taylor noted that Norm Easterbrook, Chairman of the Artist Series Committee, asked her to get Staff Council input regarding the programs that have been presented this year. It was a general consensus that this year had been one of the better years.

New Hire Committee:

Deborah Purnell asked that anyone interested in helping with the New Hire reception that takes place during Staff Appreciation please sign up. She needs to have a planning meeting as soon as possible.

A list of Staff Appreciation vendors was passed around. It was requested that council members select the vendors that he/she would like to contact regarding donations for door prizes.

New Business:

Family Crisis Fundraiser:

Johnette Taylor reported this year's Family Crisis event, Jeans for Justice, will be April 8, 2009. This program allows you for \$5 or more to purchase the right to wear blue jeans to work for a day. She has been the coordinator of this committee for the last two years and is willing to let someone else have the opportunity to coordinate this fundraiser if they would like; however, she will coordinate it again this year if no one else is interested. Please contact her.

Shellie Harrison noted that there was a list of committees being passed around the room and encouraged all new members as well as existing members to sign up for the committees they would be interested in serving on. She noted that due to the length of the list, she would be emailing it to everyone as well.

Shellie Harrison noted that it had been brought to her attention that Mississippi University for Women and University of Southern Mississippi are closing their entire campuses for spring break. She noted she spoke with Clay Jones and he said we would not be closing during Spring Break.

Announcements/Concerns

Deborah Purnell reported that she was the Staff Council representative for the search for the Executive Director of Marketing & Communications. Three people have been brought in at this point. One more person is to come in soon. She hopes to be able to announce soon who has been chosen for that position.

Johnny Price reported that the O.B. Smith Masonic Lodge is sponsoring a free child ID program March 7, 2009, for ages 17 and under, (DNA, tooth wafer imprint, digital photo, digital fingerprint) from 10:00 AM - 4:00 PM on McClarty Road (between McDonald's and Tire Lube by Walgreens). The child must be accompanied by a parent or legal guardian.

Group pictures will be made immediately following the meeting on the steps just outside the rear of Memory House.

Meeting Adjourned at 2:25 PM

Next Meeting: Wednesday, April 1, 2009, 1:30 PM, Coy Waller Lab