

**Present:**

William Anderson, Bradley Baker, Premalatha Balachandra, Kristina Boggan, Martina Brewer, Kelli Coleman, Jeremy Cook, James Corner, Gazel Giles, Kelly Houston, JeLisa McGee, Robert Metzger, Ryan Miller, Joanne Mitchell, Michael Moseley, Jean Munson, Johnny Price, Steven Ridout, Erin Ridout, Cynthia Rimoldi, Pam Smith, Sovent Taylor, Jacqueline Vinson, Tiffany Webb, Deetra Wiley

**Absent-Excused:**

Blake Bostick, Ev Barrett, Jessica Coker, Alicia Goodson, Shellie Harrison, Christy Isom, Kara Parham, EJ Presley, Precious Thompson

**Absent-Unexcused:**

**Roll call:** (Sign-in sheet)

**Call to Order**

The March Staff Council meeting was called to order by Sovent Taylor at 10:30 AM, March 31, 2016.

A. Chancellor Vitter

1. Opening comments

- This is an opportunity for feedback and to hear directly from the members of Staff Council.
- He is spending time with various groups affiliated with the University to get to know people and to ask questions about how we can improve. What should we be aspiring to and how do we move from great to greater?
- He is passionate about the transformative power of higher education. He thinks that nothing can be more effective in erasing inequality than higher education.
- Our recent R1 Carnegie classification shows that we are headed in the right direction.
- Another key component for higher education is to provide a climate of diversity. Students need to be able to work in diverse environments to be successful in the world. Diversity includes racial, sexual orientation, religious, and global diversity.
- Our undergraduate enrollment has increased by 30% over the past 6 years and our retention rate has increased substantially. Our campus still has the feel of a small campus as students can belong to communities such as the Honors College and Croft Institute.
- We want to build on the connection that we have with the Medical Center.

2. Questions from the staff

- *What are the plans for increasing staff to keep up with our growth?*  
We have just recently had budget cuts. The Provost has asked for each unit to determine the areas of greatest need for the next year. Senior Administration is looking into ways that we can meet demand more efficiently using technology and innovation.
- *One of the best ways to make our campus better is to make it more family friendly. What are your thoughts?* There is a task force that is looking into the childcare issue. He would like to see the report and look into ways to fund this most effectively. This has always been a priority for him.
- *Many staff members feel like second class citizens compared to the faculty members. How can*

*the university create a better working environment between the faculty and the staff? Do you have any ideas for improving these relationships?*

The new strategic plan will include faculty, staff and students and could address this. He was sorry to hear that there is this feeling on campus. Our campus is organized with the Faculty Senate for tenure-track faculty, the Staff Council for staff members, and ASB for students. Faculty who are not tenure-track are left out of the governance completely. These 3 separate groups do not meet together and this may encourage misunderstanding between them. One idea would be to have representatives from all groups come together as a community to hear each other. The real solution will come from faculty and staff talking with one another.

- *Several officers attended the MASCO meeting in Jackson this week. One of the projects is a request for reciprocity of tuition waivers. This would allow staff members to use the tuition waiver from other IHL institutions. We will be getting you a draft of this request in the next few weeks.*

The trickiest issue is to determine the financial impact on UM.

### 3. Closing comments

- He welcomes any ideas or thoughts that you have on things like:
  - How do we increase our graduate student population and visibility as a university?
  - How do we address the staff issues that you have brought up today?
  - How do we elevate the University overall?
- We will be having an ongoing dialog as we move forward.

## B. Approval of February Minutes & Treasurer's Report

### 1. February Minutes

- Motion to approve by Kelly Houston.
- Seconded by Martina Brewer.
- The minutes are sent out via email, and any comments/questions/or changes should be emailed to Ev Barrett (ebarrett@olemiss.edu).

### 2. February Treasurer's Report

- Motion to approve by Jackie Vinson.
- Seconded by Kelly Houston.
- The Treasurers Report is sent out via email, and any comments/questions/or changes should be emailed to Kristi Boggan (kboggan@olemiss.edu).

## C. Nominate and Vote on Staff Member of the Month for March

- Ballot nominations are taken from the Staff Council website through staff member emails and from the Staff Council members at the meeting.
- The nominations included Shanna Barrett who is Project Administrator at the Institute of Child Nutrition.
- In selecting a Staff Member of the Month, the Staff Council voted on the nominees and declared that the March Staff Member is Shanna Barrett.

## **New Business**

### A. Staff Appreciation – Sovent

#### 1. Events – see p. 5 for a tentative list of the events

- Sovent reported that most of the events are lined up. He does need to double check with Andrea Jekabsons about several HR events.

- On Tuesday there will be a new event at Yerby to Learn First Aid and CPR.
  - He confirmed that the photographers will not take any “creepy” action shots at the dancing events.
  - We are still lining up people for the Music and Meditation event on Wednesday.
  - Staff Council members need to be available to help with the Friday events.
  - We are still trying to finalize the field day events with HR. We are hoping to add kickball.
2. Door Prizes
- Sovent passed out the list of potential donors for door prizes.
  - Christine Wallace brought many items for us to give away.
  - Chick Fila gave about 500 frozen lemonades last year and Sovent will check to see if they will do that again.
3. T-shirts – the design has been finalized.
- B. New Member Introductions – Each member and new member introduced themselves.
- C. New Officer Elections – The election of new officers will take place in May. Some officers may continue in their roles for AY 16-17. Sovent will become Past President and Gazel Giles will be President as of July 1, 2016.
- D. Report from MASCO meeting on 3/30/16 – Carl Hill
- Carl explained the function of MASCO (Mississippi Association for Staff Council Organizations). This group meets twice a year to discuss staff issues that are relevant to all eight of the IHL universities.
  - MASCO met yesterday at Jackson State University, and six of the eight institutions were represented. Carl, Gazel, and Ev attended for UM.
  - The group crafted a proposal requesting that staff members at IHL institutions be allowed to use their staff tuition waivers at sister universities (see p. 10). USM and MUW staff have been discussing this issue with the IHL over the past few years. The financial impact has been the main issue. We are hoping that this proposal will encourage the IHL to work out a solution. We hope to present this proposal to the IHL board in June and will keep the Staff Council informed of the progress.
  - Carl reported that meeting with staff members from our sister institutions can sometimes be awkward. We seem to have much more support from our Senior Leadership than staff at some of the other universities. This is shown by the fact that we have had raises for several years when the others did not. Our leadership supports our Staff Appreciation Week, when only a few others have one Staff Appreciation day.
  - However, we also learn from each other and pick up new ideas from these meetings. For example, some of the other universities have staff representation at the Senior Leadership level. This is something that we have discussed with Vitter and will probably continue to discuss in the future.
- E. Nominations for Staff Member of the Year EEO Category and Overall – Sovent
- The EEO Category process: nominations are through MyOlemiss 4/11 – 4/15, voting 4/18 – 4/22
  - The Overall process: nominations are by form 4/25 – 4/29; the winner is selected by a committee.
  - Staff Council members will be called on to provide paper copies of the forms at various

campus locations.

F. Nominations for Outstanding Team Award – due 4/29/16

### **Old Business**

- A. Active shooter training – Kelly Houston wanted to know the status of this.
- Sovent reported that the state of Mississippi is discussing a bill that will allow carrying weapons on campus. If that happens, we will need more than active shooter training.
  - Kelly understands that Noel Wilkin is behind this if the staff is behind it. It could possible occur as required online training when staff members are hired.
  - It could be expanded in scope to include tornadoes and other emergencies. If this happens it could be called “Emergency Preparedness.”

### **Committee Updates**

- A. Fundraising Committee – Kelly Houston  
Kelly would like to approach Parking and Transportation to see if they would donate a parking pass; we could sell raffle tickets through Staff Appreciation week and announce the winner after that.
- B. Child-care task force – Kelly Houston
- This committee held their last meeting in December. Kelly met with 3 faculty members from the committee, Dr. Stocks, and Dr. Rock last week. Dr. Stocks committed to hiring someone for two years to research money and resources for a child-care facility.
  - Kelly also approached Rebel Well about becoming more family friendly. They did agree to talk to Noel Wilkin. He is supporting the creation of permanent lactation rooms across campus.

### **Announcements/Concerns**

- Kelly Houston asked if there is a way that we can make intersessions eligible for staff tuition waivers. Sovent will follow up with HR on this.

**Meeting adjourned 11:37 a.m.**

**Next meeting:** Thursday, April 14, 2016 at 10:30 a.m. in the Facilities Management Conference Room.

Minutes submitted by Ev Barrett on April 12, 2016.

## MASTERCOPY

---

# Staff Appreciation Activities

Monday, May 16 - Friday, May 20, 2016 - Staff members may use the Turner Center without charge during Staff Appreciation Week. The \$5 guest fee will be waived (guest must be accompanied by the staff member and must remain with family). Upon entry the staff member must show his/her University ID and sign in. All rules and regulations pertaining to use of the Turner Center will be in effect.

### Monday, May 16

- 10-11 a.m.**            **Lecture** - "Plants that work well in your yard." Please join Jeff McManus, Director, Landscape Services, as he presents this fun and informative lecture. There will be a Q&A session after the presentation. **Union 404**
- 11-Noon**            **Kick off to a Healthy Staff Appreciation Week** - Want to exercise with some members of the Ole Miss Athletics Staff? Join us for a healthy walk from the Lyceum to the Manning Center. At the Manning Center, members of Ole Miss Athletics will join us for some light yoga. Lyceum to the Manning Center. A RebelWell Event
- 4-5 p.m.**            **Maintenance Monday** - The UM Bike Mechanic will be teaching participants ways to keep their bikes in good working order to improve safety, comfort, and speed. To register, please email [green@olemiss.edu](mailto:green@olemiss.edu)
- 5:15 -6:15 p.m.**    **Aqua Aerobics** - Bring your swimsuit, it's going to be a fun, high resistance workout. In addition to the standard benefits of exercise, the aqua aerobics supports the body and reduces the risk of muscle and joint injury. You don't have to be a swimmer to enjoy this class, deep or shallow water, we'll keep you afloat while you burn calories doing cardio, core, arm, and leg exercises. We're sure you'll want to come back! **Pool, Turner Center.**

### Tuesday, May 17

- 9 a.m. -4 p.m.**    **Blood Drive** - A Day for Giving Life: Mississippi Blood Services will have a coach bus parked at the Union plaza. All donors will receive a T-shirt! Great prizes and give-aways will be available. Please bring a form of ID.
- 10:00-11:00**    **Learn First Aid and CPR-** Want to learn basic First Aid and CPR? Come join us as we have fun learning safety procedures that everyone needs to know.--

## Yerby Center Conference Room

- Noon**                    **Bike to Lunch** - Meet at the Lyceum at noon and enjoy a group ride to the square for lunch!
- 4-5 p.m.**                **Zumba** - Do you like to Dance? Do you want to get in your exercise while you dance? Here's how you can participate: Come to the grove with your workout clothes and tennis shoes to participate in one of the most popular workout routines around. Grove Stage
- 5:15 -6:15 p.m.**      **Aqua Aerobics** - Bring your swimsuit, it's going to be a fun, high resistance workout. In addition to the standard benefits of exercise, the aqua aerobics supports the body and reduces the risk of muscle and joint injury. You don't have to be a swimmer to enjoy this class, deep or shallow water, we'll keep you afloat while you burn calories doing cardio, core, arm, and leg exercises. We're sure you'll want to come back! **Pool, Turner Center.**

## Wednesday, May 18

- 9-4 p.m.**                **Blood Drive** - A Day for Giving Life: Mississippi Blood Services will have a coach bus parked at the Union plaza. All donors will receive a T-shirt! Great prizes and give-aways will be available. Please bring a form of ID.
- 10-11 a.m.**            **Music and Meditation** - Join us for The UM Family: A Celebration of Togetherness. This program will include inspirational messages and music from some of our most talented staff members. **Paris-Yates Chapel.**
- 2:00-3:00 p.m.**      **Belly Dancing** - Belly dance is a great way to keep active, increase confidence, and make new friends! Join us as we learn some of the fun, flirty foundational moves of Middle Eastern Dance, such as shimmies, hip drops, turns and traveling movements. Using the moves learned in class, participants will learn a fun and quick choreography. Get ready to laugh, sweat, and shimmy! **Union 405**

## Thursday, May 19

- 10-11:30 a.m.**      **Plant Swap** - Do you have duplicate plants? Would you like to have new ones? Bring a plant or two or three and swap them with your friends. Please make sure the plants you plan to swap are rooted and bring a card with the common name and planting directions (sun/shade,etc.) This year, seeds can also be swapped. Please place your seeds in a labeled envelope or closed plastic bag for exchange. Student Union Porch; Rain Location: Main Lobby Student Union.
- 12:30 - 1:30 p.m.** **Yoga & Yogurt** - Yoga can revitalize your body and mind with just a few minutes of gentle stretches. The best part, yoga can be done right at your desk if you are short on time. Join us for 20 minutes of "desk yoga" instruction followed by a complimentary yogurt treat. Room 404, Student Union. A RebelWell

## Event

**5:15 -6:15 p.m.**     **Aqua Aerobics** – Bring your swimsuit, it's going to be a fun, high resistance workout. In addition to the standard benefits of exercise, the aqua aerobics supports the body and reduces the risk of muscle and joint injury. You don't have to be a swimmer to enjoy this class, deep or shallow water, we'll keep you afloat while you burn calories doing cardio, core, arm, and leg exercises. We're sure you'll want to come back! **Pool, Turner Center.**

## Friday, May 20

**7-9 a.m.**             **University Bike to Work Day** – Breakfast will be available for cyclists on the Union Plaza and in front of City Hall

**9 a.m.**                **Staff Recognition Awards Ceremony** – Please join us in recognizing employees who have served the University from five years up to 47 years. The University will also recognize outstanding staff members. Please join Chancellor Vitter, Whitman Smith and Staff Council as we honor our employees. Ford Center.

\*\*\*Door Prizes will be awarded at conclusion of ceremony\*\*\*

\*\*Must be present to win\*\*

**11-1 p.m.**            **Staff Lunch** – Join Staff Council for lunch at the Rebel Market located in the Paul B. Johnson Commons

**1-3:30 p.m.**         **Fun Time**

**Basketball Tournament** – Registration forms for the 3 on 3 basketball tournament are available on the Staff Council's website <http://staffcouncil.blog.olemiss.edu/> or you can contact Sovent at sovent@olemiss.edu. Registration deadline is Tuesday, May 12<sup>th</sup>. Turner Center

**KARAOKE** – It's party time! Please join us for fun and fellowship in a party atmosphere. Show off your talents. Amaze your co-workers. This is your chance to shine. Come on down-you can do it! Perform as an individual or as a group. It's going to be fun. There will be a wide variety of musical selections to choose from. Several prizes will be given away. Main Lobby, Student Union.

**BINGO** – Bingo time again! Everyone receives one card for the admission price of a "white elephant" gift. (Keep in mind that a "white elephant" gift is something that you have at home which is usable, but you do not need or want anymore). Please do not wrap your "white elephant" gifts. Food Court, Student Union.

**EXTRA! EXTRA!** Please bring extra dollars (totally optional) for our Jar of Dollars! Every dollar that you put in buys you a chance to win all the dollars in the jar! Also, additional Bingo cards may be purchased for \$1, with the proceeds benefitting Children of Staff Scholarship Fund.

**Ride your Bike to Field Day** - Participants will meet at the Ole Miss Bike Shop at 12:30 p.m.

**FIELD DAY** - Want to relive the glory days of field day? Sign-up in teams of five to compete against your fellow staff members. Be prepared for the classic games such as the three-legged race and tug-o-war. Show off your cycling skills in the trike race. May the best team win!! Intramural Fields, Circle. Team registration and volunteer forms can be found at <http://staffcouncil.blog.olemiss.edu> The registration deadline is Tuesday, May 12<sup>th</sup>

### **Sponsors**

Administration and Finance  
Admissions and Orientation  
Ajax Diner  
Apple Cakes  
Aquatics  
Athletics  
Bette's Flower  
Campus Recreation  
Cannon Motors  
Career Center  
Center for Intelligence & Security Studies  
Department of Classics  
Department of Education  
Department of Philosophy and Religion  
First National Bank Oxford  
Ford Center for Performing Arts  
Gateway Tires & Service Center  
Graduate School  
Keila Ward Skin Therapies  
Landscape Services  
Lenoir Dining  
Live Well Therapeutic Massage  
Mississippi Federal Credit Union  
McAlister's Deli  
NCNPR/School of Pharmacy  
Nutrition and Hospitality Management  
Office of the Chancellor  
Office of Research & Sponsored Programs  
Office of the Student Union  
Ole Miss Alumni Association  
Ole Miss Bookstore  
Outreach and Continuing Education  
Oxford Floral  
Parking and Transportation



Rachael Durham Designs  
Rebel Well  
School of Accountancy  
School of Applied Sciences  
School of Engineering  
School of Business  
School of Journalism  
School of Law  
UMAA  
University Communications  
University Foundations  
University Sporting Goods

For a complete list of sponsors please visit <http://staffcouncil>.

# STAFF RECIPROcity TUITION WAIVER POLICY

## GENERAL

- This staff tuition waiver program is designed for all benefit-eligible employees of The Institutions of Higher Learning in the State of Mississippi. The program will be coordinated by each employing institution for employees within The Institutions of Higher Learning (IHL) in the State of Mississippi. An application form for the tuition waiver program is available at each employing institution and should be completed prior to registration for classes at the admitting institution. A copy of the completed form must be maintained by both institutions (if different).

## DEFINITIONS

- Employee: A benefits-eligible employee is defined by each employing institution. This program will not cover non-benefits-eligible employees, or persons serving as independent contractors and auxiliary/contractual employees to any of the IHL institutions.
- Admitting Institution – the IHL institution that the employee will be taking courses. All admissions and academic program requirements must be met by the benefits-eligible employee.
- Employing Institution – the IHL institution that the benefits-eligible employee is employed. All tuition waiver requirements must be met by this institution.

## ELIGIBILITY

- Employee eligibility will be defined by the employing institution.

## Tuition Cost

- All benefits-eligible employees will be allowed a waiver per their employing institution's policy.

## Admission Requirements

- All benefits-eligible employees must meet the admitting institution's admission policies. Further, they must adhere to the academic department's policies to continue being in good academic standing.

## Limitations

- "Other fees" are not covered under this policy.