Members Present: Michelle Arwood, Mike Davies, Josh Doak, Melanie Epperson, Alicia Hughes, Aaron Lewis, Tonya Nickle, Nancy Rainey, Robert Frossard, Olive Talley, Bob Tessman, Julie Wengert, Judy Wilmoth.

Member(s) Absent / Excused: Natalie Bruce, Gary Edwards, Brenda McDaniel

Determination of Quorum: Thirteen of Sixteen active members present when meeting began quorum established.

Call to Order: Arwood called the meeting to order at 9:03 AM.

Approval of Minutes: Wengert made a motion to approve the minutes; Doak seconded the motion. Motion carried and the minutes from June 14, 2012 were approved as written.

Administrative Comments: Arwood welcomed everyone including the gallery.

Administrative/Special Guest Comments
Wengert presented a review of parliamentary procedural basics as per the Robert’s Rules. She provided a handout for reference.

Committee Reports:
Arwood called for Staff Senate committee reports:

1. Staff Welfare Committee – The committee chair is no longer a senator. The committee will meet on July 12th and will select a new chair. The committee did not meet last month.

2. Communications Committee – Tessman has agreed to chair the Communications Committee. The committee did not meet last month

3. Elections Committee – The committee has ended the current Southern Service Champ campaign and the winners have been determined. There were 27 nominations. When Doak receives the award checks he will have an announcement sent out and will make the presentation of awards.

4. Executive Committee – The committee did not meet with President’s Council last month.

5. Legislative Oversight Committee – This committee is not fully formed. Wengert will chair the committee and will call a meeting when members are identified.

Arwood called for campus committee reports:
1. Administrative Council – The committee did not meet.
2. Appreciation Committee – The committee will not meet this month, but is working on the Staff Picnic scheduled for August 9th.


4. Diversity Committee – The committee did not meet.

5. Faculty Senate – The committee did not meet.

6. Shared Governance – The committee did not meet, however Talley did receive confirmation that the responsibility of obtaining, posting and maintaining the Share Point site for campus committees has been added to an existing staff position in the IT department.

7. Strategic Planning – The committee did not meet.

Old Business:

1. Wengert presented the requested addition of misconduct consequences to the Code of Conduct proposal to be added to the Staff Senate Bylaws. Copies of the revision were distributed. One revision (Section F, Item 4) results in a senate seat vacancy. This consequence necessitates a revision in the bylaws (Section 6, Item 3) to fill the vacancy. Wilmoth motioned to accept the revisions as written and to have them submitted to President’s Council for approval. Wengert seconded the motion. The motion passed.

2. Staff Senate Committee Appointments/Reassignments:
   a. Communications – Arwood will step down as chair; Lewis will be added.
   b. Elections Committee – Doak agreed to remain as chair; Rainey will be added.
   c. Legislative Oversight – Wengert will chair; Heidi Carlin, McDaniel, Wilmoth and Talley will be added.
   d. Staff Welfare – Carlin is no longer on Staff Senate and will step down as chair, but will remain on the committee; Nickle will be added as a new member. Wilmoth will contact non-senate members to determine desire to continue in service and will report at next meeting; a new chair will be selected at the next committee meeting.

3. Campus Committee Appointments/Reassignments for Staff Senate Representation:
   a. Administrative Council-Hughes will provide report; Doak and Talley will attend as representatives
   b. Appreciation Committee-Epperson will serve as representative.
   c. Budget Advisory Committee-Edwards will represent Physical Plant staff; Talley will represent Classified Staff; Wengert will represent professional staff
   d. Orientation and Training Committee-Wilmoth will chair; Bruce, Nickle and Hughes will represent the senate
   e. Shared Governance Committee-Talley will continue to represent the senate
   f. Strategic Planning Committee-Arwood will continue to represent the senate
   g. Insurance Committee – Wilmoth will bring more information about this committee to the next senate meeting in August.

New Business:

1. Staff Senate website maintenance is the responsibility of the Communications Committee. Arwood has been making revisions and uploading documents to the site. She has agreed to continue, however has reservations about continuing to do so as president of the senate. Tessman is currently maintaining the Share Point site. The Communications Committee will discuss this at their next meeting. Also, the committee will present a proposal for Staff Senate practices regarding the use of both a website and Share Point.
2. Arwood announced that as of 7/10/12 the new senators had access to and she will send instructions on how to navigate to the Anonymous Comments.

Comments and Announcements/Guest Input:
Anonymous comments from the Staff Senate website (Staff Senate discussion/response in italics)

Received 6/14/2012 12:44 PM

Comments or suggestions:
I would like to see personal financial management offered to employees. This could be done as an online training, such as those offered by Humana Vitality. If employees are worried, depressed or frustrated about their personal finances, I think this would impact their ability to function as well on the job. Our Econ 180 classes at one time offered this type of training to students with an online module; don't know what's out there that would be helpful but if online, employees could access anytime, anywhere.

Wilmoth will provide the website URL for Employee Assistance and it will be published in the next meeting minutes (Aug 2012). Also, Heather Arnold provides a series of Wellness classes that are directed at the emotional/psychological/physical aspects that encompass depressions. The classes that have been offered by Valic and other vendors have been poorly attended, even though varying times for the sessions have been offered.

It was determined that the Staff Welfare Committee will review this comment and determine how best to provide services to meet the needs of employees facing emotional distress due to financial difficulties.

Received 6/14/2012 11:45 AM

Comments or suggestions:
Please ask the administration to explain the need to hire an assistant vice president of academic affairs at this time. This was a position that was eliminated due to the ongoing financial crisis. Why was it re-instituted and how will this position benefit the students, faculty or staff at MSSU?

The Executive Committee will address this question to the President’s Council.

Adjournment: Wengert made a motion to adjourn. Doak seconded the motion; motion carried. The meeting was adjourned at 9:54 A.M.

Next Meeting: Wednesday, August 8, 2012 in Billingsly Board Room

Respectfully submitted by: Olive Talley