

AOP AGENDA

USM AOP General Business Meeting September 13, 2021

Guest Speaker- Interim Title IX Coordinator, Cristin Reynolds

- I. Call to Order and Roll Call
 - a. Call to Order- 12:05 p.m.
 - b. Roll Call- Mary Maner, Joyce Powell, Karen Shaw, Kimberly Wyatt, Valerie Craig, Sandy Laubersheimer, Cindy Walker, Troy Knight, Pam Posey, Susan Christensen, Carolyn Soniat
- II. Recognition of Guests or New Members
 - a. Guest Speaker- Cristin Reynolds, Interim Title IX Coordinator
- III. Adoption of Agenda- Jennifer-1st; Joyce- 2nd
- IV. Approval of Minutes (previous minutes already approved via e-mail)
- V. Inspiration (Mary Maner, Interim President/Vice President)
 - a. 7 Rules of Life
 - i. Always smile-it works out in the end
 - ii. Be kind-you have the power to make people feel good
 - iii. Don't give up- if it doesn't' work the first time, find another way!
 - iv. Don't compare- everyone is on a different journey.
 - v. Avoid negativity- avoid negative thoughts, situations, and negative people
 - vi. Make peace with your past-focus on being present and creating a better future
 - vii. Take care of your body and your mind- keep that balance
- VI. Communications-None
- VII. Reports of Officers/Committee Chairs:
 - a. Officer Reports:
 - i. President (Interim President Mary Maner)
 1. We will be collecting funds for Katie Kitchens expenses, including travel, as she obtains health treatment in Houston, Texas.
 2. Mary will be sending an e-mail out.
 - ii. President-Elect & In-Service (Mary Maner)- Joyce provided the in-service report
 1. Committee met on September 1 (Ms. Karen, Mary, Joyce, Dena Temple, and Jessica Langston) to discuss workshops.
 2. All workshops will be using Microsoft Teams to present unless we decide to do it in person and then use WebEx.
 3. The seminar schedule is as follows but still working on finalizing:
 - a. September-
 - 9/29 from 12 to 1 p.m. Dr. Heather Annulis will present on Setting and Protecting your boundaries at work
 - b. October
 - 100th anniversary of the Gulf Park Women's College
 - AOP will be hosting a Workshop Series Center Around Women in Higher Education

AOP AGENDA

1. October 6- Dr. James Thomas- Higher Education Professor will present on History of Women in Higher Education and How their Roles Have Evolved.
2. October 13- Karen Coats- Supporting Student Applying to Graduate School including how to write letters of recommendations
3. October 20- Women's Leadership (place holder)
4. October 27- Allisa Beck (who manages the archive specific to that)- History of the Gulf Park Women's College
- c. November 3rd-Food Insecurity and Food Security Resources-
 - Jessica Langston, Dr. Cantrell, Rev. Eric, and some research provided by Jennifer on food insecurity
- d. November 10- Practical Overview on Accessibility
- e. November 17- Jason Quigley (Luckyday)- Servant Leadership
- f. Other potential events-
 - ODA discussion about service and emotional support animals
 1. Bringing animals to campus might also be something that we would want to do- which Joyce will work on this on the Gulf Coast. Jennifer will check on the Hattiesburg campus.
- iii. Vice President & Membership (Joyce Powell)-no report-
- iv. Secretary & Hospitality (Jennifer Lewis)
 1. The mini newsletter went out and obtained 63 views so far.
- v. Treasurer's (Budget) Report & Affiliations (Cindy Walker)
 1. Budget report
 - a. Financial Report
 - The Total Balance is \$7,415.26.
 2. Affiliation's report
 - a. Cindy is working on finalizing the Affiliations with State and National.
 - b. We are looking forward to Office Professional and Educational Administrator Awards for 2022.
 - c. We will be submitting last year's winners to MAEOP.
- vi. Immediate Past President's Report (Valerie Craig)
 1. Need businesses to sponsor golfers.
 2. We also need businesses to donate door prizes such as gift cards worth \$25.00, including those for their products.
 - a. We need four of those for the tournament.
 3. We also need four volunteers.
 - a. We still need two more volunteers.
- b. Committee Reports:
 - i. Community Service (Jennifer Lewis)

AOP AGENDA

1. 46 shirts were donated to international students by Admissions, and we helped facilitate this donation
2. Donations from the Campaign going to Wesley Pantry
- ii. Gulf Coast (Joyce Powell)- no additional report
- iii. Publicity (Jennifer Lewis and Troy Knight)
 1. The Publicity report lists the specific website updates.
 2. 130 likes and followers on Facebook
 3. We had the highest number of views related to our Blessings in a Backpack Campaign-big spike in late August relative to that Campaign.
- iv. Ways and Means (Troy Knight)-
 1. Working on Golf Tournament sponsors.
 - a. Laurel Rubber
 - b. Oak Grove Heating and Air
 - c. Westgate Cleaners
 - d. Unable to get through the previous contact at our other sponsors
 2. Troy will be leaving USM to take a position at William Carey so that the 29th will be his last day at USM
 - a. Troy noted that he would never have been able to develop himself professionally and academically without USM AOP.
 - b. He has also mentioned the value of AOP to those at William Carey.
 - c. Several noted that William Carey could start an AOP affiliate.
 3. Two are likely to be renewing their sponsorships.
 4. Jennifer called all the golf-related businesses, and none have signed on yet. She is working on additional calls.
- v. PSP Advisory (Cory Williams)- no report

VIII. Old Business

- a. Updates regarding PSPs and HR
 - i. None other than those referenced above.
 - ii. Going to start working this month on how to move forward and what to expect relative to PSP

IX. New Business

- a. Appointment of Bylaws Committee to address
 - i. Day of the week of meetings (Board and General)
 - ii. Frequency of General Meetings
 - iii. Electronic Voting Process
 - iv. Before the pandemic, AOP needed to make some changes; and we now need to address these potential changes keeping in mind that we are one organization across two united campuses.
 - v. Members
 1. Pam Posey
 2. Jennifer Lewis
 3. Joyce Powell
 4. Mary Maner

X. Announcements

AOP AGENDA

- a. St. John Parish- La Place, Louisiana- going to need help gutting out their houses.
 - i. Donation to Valerie- send monetary donations- to her through one of the following:
 - 1. Venmo: @Valerie-Craig
 - 2. CashApp: \$ValerieFCraig
 - 3. PayPal: @valeriefcraig
 - 4. Zelle: Use phone number 601-606-2242; Account is under Richard Craig
 - ii. There is one family with mom and kids, for example, who lost everything and need toiletries.
 - iii. Let churches that want to volunteer know that Valerie has a contact in the area to facilitate volunteering.
 - 1. Jennifer recommended that Valerie send that info to Rusty Anderson as he oversees the presence of churches on USM's campus can get that information out to them.
- XI. Adjournment (by motion)- Adjourned at 12:58 p.m.
 - a. Joyce -1st
 - b. Karen -2nd

[Link to Meeting recording](#)