

Administrative Staff Council Meeting Minutes  
September 7, 2016

**Members Present:** (27 Members Present)

Lee Aylward, Cecil Barnett, Robin Boyles, Lynn Buford, Patsy Burchfield, Deborah Cox, Edwin Craft, Emily Dabney, Kelvin Davis, Leigh Emerson, Jennifer Farish, Ted Hochradel, Richard Houston, Julie Jackson, Emily Jones, Rhonda Loper, Davlon Miller, Heather Miller, Hayley Murrell, Brett Oleis, Mary Ruth Phillips, Marilyn Read, Christy Riddle, Christie Rocconi, Joannah Taylor, Caitlyn Thompson, Jeanna D. Wilkes

**Members Absent:** (19 Members absent)

Laura Abraham, Jeff Borganelli, Rebecca Bouse, Donald Bradshaw, Claire Cole, Chip Cooper, Whitney Delaney, Jeffrey Farris, Dana George, Lisa Giger, Tina Gladden, Robert Grant, Matt Jones, Mark Kimbell, Bevin Lamb, April Mondy, Laura Owens, Jeff Slagell, David Tanner

**I. Call to order/Welcome**

- Chair, Christie Rocconi, officially called to order the meeting of the Administrative Staff Council at 8:35 a.m. in the Simmons Room.

**II. Program**

- No Program

**III. Approval of Minutes**

- Minutes from August 2016 meeting were distributed by e-mail. Marilyn Read made a motion to approve the minutes. Davlon Miller seconded the motion. The minutes were approved unanimously by the membership.

**IV. Officer's Reports**

- Chair: Christie Rocconi – Christie reminded the membership that our visitors to campus are increasing and we need to remember to be friend and kind and to speak to them. Christie asked for feedback on whether we should hold a memorial of any kind on September 14. The immediate feedback was to do something, but not anything big, be respectful. Christie also asked for feedback concerning the state flag and whether the campus felt we should leave it up or to remove it. After much discussion, everyone was tasked with going back to their areas they represent and take a poll: 1 – take it down, 2 leave it up. We are to return the responses to Christie by 5 p.m. Friday, September 9.
- Chair-Elect: Caitlyn Thompson – No report.
- Past Chair: Marilyn Read – No report.
- Executive Secretary/Treasurer: Julie Jackson
  - DSU Fund Balances per Banner:
    - Fund 10                   \$2,500.00
    - Projects                   \$1,195.00
    - Staff Development   \$2,885.00
  - Foundation balances per Deborah Cox:
    - Staff Appreciation   \$419.94

- Staff Development           \$43.97
- Projects                         \$1041.63

- Public/University Relations Coordinator: Jennifer Farish – No report.
- Ombudsman: Jeff Slagell – Absent.

**V. Committee Reports:**

- Incentives and Recognition, Emily Jones
  - Employee of the Month for August – Bobbie Wiley – Admissions
  - Smile on You for – Doug Pinkerton, received a gift certificate to Hey Joe’s
- Projects, Rhonda Loper – No report.
- Salaries & Benefits: Robin Boyles reported that the text book loan program received 10 application and 5 winners had been selected and each will receive a \$100 book voucher.
  - The winners are Rachel Bush – Communications & Marketing, Charressa Curb – Social Science & History, David Williams – Facilities Management – Grounds, Teresa Griffin – College of Business, and Shermonica Wilson – Police .
- Staff Development, open – Still searching for a chair.

**VI. Faculty Senate Report:**

- Brett Oleis reported that the Faculty Senate would discussing the state flag issue as well as the topic of rotating department chairs.

**VII. Old Business:**

- None

**VIII. New Business:**

- None

**IX. Announcements:**

- This week – Welcome Week is going on.
- September 8 – Career Services will host Nurse Recruitment Day.
- September 8 – the next Levitt Concert is downtown.
- September 9 & 10 – Student Affairs will be hosting a student leadership conference.
- September 14 – SGA will host an Organization Fair on the Quad.
- September 15 – Play Ball Exhibit will begin.
- September 15 – DSU will celebrate its 91<sup>st</sup> Birthday on the Alumni Brick Plaza.
- September 20 – the Chick-fil-A Leadership Conference will be on campus.
- September 20 & 21 – Career Services will host a session on “How to be Professional”
- September 24 – Pig Pickin’
- September 29 –Hometown Teams exhibit will open at Chadwick Dickson.
- October 2-4 – International Blues Conference – promo code: Okra will give the first 250 free registration

**X. Adjournment:** Christie adjourned the meeting at 9:27 a.m.