

Administrative Staff Council Meeting Minutes
May 3, 2017

Members Present: (28 Members Present)

Laura Abraham, Cecil Barnett, George Beals, Jeff Borganelli, Rebecca Bouse, Patsy Burchfield, Craig Clemons, Claire Cole, Emily Dabney, Leigh Emerson, George Evans (Kelvin Davis), Jennifer Farish, Amber Foster, Ted Hochradel, Richard Houston, Julie Jackson, Jeff Johns, Paula Lindsey, Davlon Miller, Hayley Murrell, Mary Ruth Phillips, Marilyn Read, Amanda Robinson, Christie Rocconi, Jeff Slagell, Caitlyn Thompson, Mary Helen Varner, Jeanna D. Wilkes

Members Absent: (17 Members absent)

Lee Aylward, Matthew Bishop, Jeff Borganelli, Chip Cooper, Deborah Cox, Edwin Craft, Dana George, Lisa Giger, Tina Gladden, Cody Hawkins, Emily Jones, Matt Jones, Bevin Lamb, Rhonda Loper, Heather Miller, Christy Riddle, David Tanner,

I. Call to order/Welcome

- Chair, Christie Rocconi, officially called to order the meeting of the Administrative Staff Council at 8:34 a.m. in the Simmons Room.

II. Program

- Budget Woes with the help of Jamie Rutledge, CFO.

III. Approval of Minutes

- Minutes from April 2017 meeting were distributed by e-mail. Marilyn Read made a motion to approve the minutes. Mary Helen Varner seconded the motion. The minutes were approved unanimously by the membership.

IV. Officer's Reports

- Chair: Christie Rocconi – Christie shared that of all three of the Presidential Forums, ours (Staff) was the best attended and had the most questions. The cabinet is still discussing the hardships for the staff who are not able to work the summer schedule. The university policy concerning employee degree completion has changed. See this link for more details: <http://www.deltastate.edu/policies/policy/university-policies/employment/compensation/degree-completion-compensation-non-faculty/> Graduation will be held at 10 a.m. and 2 p.m. and will have 368 students walking in the ceremonies. The Registrar's Office still needs volunteers. Each student will receive four tickets. We will nominate at the June meeting for our open positions and will elect in July. If you are interested in eating in the dining hall, please see Joyce Shelton – she has free passes for faculty and staff. Don't forget the upcoming GSC Baseball Tournament.
- Chair-Elect: Caitlyn Thompson – No report.
- Past Chair: Marilyn Read – No report.
- Executive Secretary/Treasurer: Julie Jackson
 - DSU Fund Balances per Banner:
 - Fund 10 \$2,120.00
 - Projects \$1,142.45
 - Staff Development \$2,885.96
 - Foundation balances per Deborah Cox:
 - Staff Appreciation \$624.94

- Staff Development \$64.97
- Projects \$1075.63

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

V. Committee Reports:

- Incentives and Recognition: Marilyn Read for Emily Jones – Employee of the Month – Charlie Anderson. Smile on You Award – Lizzie Woodard. If you are interested in serving on this committee, please see Emily.
- Projects: Rhonda Loper – No report.
- Salaries & Benefits: Deborah Cox – No report.
- Staff Development: Emily Dabney – May 18 is Staff Development Day. We will begin with registration from 8:15 – 9:00 a.m., our speakers will be from 9-11 a.m. and then lunch from 11-1. The morning activities will take place in Jacob Conference Center and lunch will be at the Fitness Trail. We want to encourage everyone to wear their name badges – it will help us connect with each other. We will need volunteers to help with clean up. The t-shirt order deadline is today. If you have any donations for door prizes, please see Rhonda Loper.
- Student Government Association: Cody Hawkins – Absent, but Jeanna Wilkes reported that Layla Young would be filling this role for the fall of 2017 and would join us in September.

VI. Faculty Senate Report:

- George Beals reported that their meetings sound very similar to ours, but ours are more fun.

VII. Old Business:

- Staff Development Day – May 18 is Staff Development Day. If you want a t-shirt, today is the deadline.

VIII. New Business:

- None.

IX. Announcements:

- Delta Council is June 9, if you are interested in helping serve catfish, please contact Leigh Emerson. We will need 12-16 people to help serve.
- TFA Registration is Sunday, June 11 at DMI. We need volunteers to help. Contact Leigh Emerson.
- The Orientation website is up and going. Check it out!
- Graduate & Continuing Studies has several camps available for children – Lego, Kids Kollege, Swim Lessons, and Gymnastics/Cheer Clinics.
- BPAC has two summer arts camps available, as well as the summer movie series.
- Next meeting June 7, 2017.

X. Adjournment: 9:25 a.m.