

Administrative Staff Council Meeting Minutes
August 1, 2018

Members Present: (22 Members Present)

Rebecca Arant, Lee Aylward, Craig Clemons, Deborah Cox, Leigh Emerson, Caroline Fletcher, Cade Holder, Julie Jackson, Emily Jones, Tricia Killebrew, Charlie King, Michael Lipford, Paula Lindsey, Diana McDowell, Jim Miller, Holly Ray, Marilyn Read, Christy Riddle, Christie Rocconi, Jeff Slagell, Tarnisha Smith, Mary Helen Varner

Members Absent: (24 Members absent)

Laura Abraham, Jeff Barkman, Cecil Barnett, Matthew Bishop, Jeff Borganelli, Chip Cooper, Edwin Craft, Kelvin Davis, Dana George, Lisa Giger, Severine Groh, Faderricka Harvey, Richard Houston, Jeff Johns, Matt Jones, Mallory Kendall, Rhonda Loper, Michael McDonald, Heather Miller, Hayley Murrell, Cet Oguz, Mary Ruth Phillips, Samantha Phillips, Amanda Robinson

I. Call to order/Welcome

- Chair, Christy Riddle called to order the meeting of the Administrative Staff Council at 8:36 a.m. in the H.L. Nowell Union, room 302A. She welcomed our newly elected members and introduced Paula Lindsey, from the BPAC, who will serve as the new delegate.

II. Program

- Christy Riddle shared “What’s Next” as our program for the meeting. We want to spark the minds of the membership. We want to know what you would like to see our group offer. Examples: professional development topics, ideas for increasing staff morale, etc.

III. Approval of Minutes

- Minutes from July 2018 meeting were distributed via email. The minutes were approved unanimously by the membership.

IV. Officer’s Reports

- Chair: Christy Riddle – Christy shared that Cabinet has not met, but she did attend the President’s Advance. She also shared the update on the Future Plans for the Laundry and the Natatorium.
- Chair-Elect: Tricia Killebrew – No report.
- Past Chair: Christie Rocconi – No report.
- Executive Secretary/Treasurer: Julie Jackson
 - DSU Fund Balances per Banner (as of 07.31.18):
 - Fund 10 2500.00
 - Projects \$1,317.45
 - Staff Development \$2896.03
 - Foundation balances per Deborah Cox:
 - Staff Appreciation \$233.62
 - Staff Development \$112.97
 - Projects \$1135.68
- Public/University Relations Coordinator: Amanda Robinson – No Report.
- Ombudsman: Jeff Slagell – No report.

V. Committee Reports:

- Incentives and Recognition: Emily Jones – Emily reported that the Employee of the Month for July was Loyd McDowell, BPAC. The Smile on You award is decided by placing everyone's name in a bowl and drawing. The winner receives a gift certificate from a local restaurant. The quarterly birthday party went well and had two winners – Rachel Becker (HR) and Kimberly McLeod (Music).
- Projects: Rhonda Loper – No report.
- Salaries & Benefits: Deborah Cox – The Textbook Load Program information will be shared very soon.
- Staff Development: No Report.

VI. Faculty Senate & SGA Reports:

- Faculty Senate: No report.
- Student Government Association: Charlie King reported that they have a retreat scheduled for August 17 from 8 a.m. – 3 p.m. If you would like to share anything with the SGA Leadership, please let Charlie know and he will add you to the agenda.

VII. Old Business:

- Opening Convocation – the lunch is scheduled for August 17 at noon. Volunteers will receive an email from Ann Giger.
- CRASE training – we had good participation (30-40 attended). There is another opportunity scheduled for after school starts.
- Blood Drive - September 10 & 11 from 11 a.m. – 5 p.m. We would like to challenge the faculty.

VIII. New Business:

- What's Next? If you have ideas for what you want to see or what you want us to do, please share them with Christy Riddle.

IX. Announcements:

- We return to our normal business hours on August 13.
- Alumni Meetings: DeSoto Co is Aug 4, Leflore Co is Aug 7, Pig Pickin is September 22 and Homecoming is Nov 10.
- Chik-fil-A's Leadership Academy is September 12.
- DSU's 93rd Birthday Party is scheduled for September 18 at noon.
- International Conference on the Blues is September 3-October 2.
- Next meeting August 1, 2018 at 8:30 a.m. in the Simmons Room, Alumni House

X. Adjournment: 9:28 a.m.