

Administrative Staff Council Meeting Minutes
March 7, 2018

Members Present: (21 Members Present)

Rebecca Arant, Lee Aylward, Cecil Barnett, Craig Clemons, Kelvin Davis, Leigh Emerson, Amber Foster, Richard Houston, Jeff Johns, Emily Jones, Tricia Killebrew, Rhonda Loper, Michael McDonald, Diana McDowell, Hayley Murrell, Cheryl Oleis, Christy Riddle, Christie Rocconi, Jeff Slagell, Mary Helen Varner, Layla Young

Members Absent: (25 Members absent)

Laura Abraham, Jeff Barkman, Matthew Bishop, Jeff Borganelli, Claire Cole, Chip Cooper, Deborah Cox, Edwin Craft, Emily Dabney, Jennifer Farish, Dana George, Lisa Giger, Tina Gladden, Julie Jackson, Chris Jergenson, Nakikke Johnson, Matt Jones, Paula Lindsey, Michael Lipford, Heather Miller, Mary Ruth Phillips, Marilyn Read, Amanda Robinson, Tarnisha Smith, David Tanner

I. Call to order/Welcome

- Chair, Christie Rocconi, officially called to order the meeting of the Administrative Staff Council at 8:32 a.m. in the Simmons Room of the Alumni House.

II. Approval of Minutes

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

III. Officer's Reports

- Chair: Christie Rocconi – Christie updated the membership on construction projects: the Cafeteria is on schedule for a mid-July finish and Zeigel is on schedule with a late March finish. Statesmen Boulevard is on hold due to weather delays. Pepsi is our new beverage contractor and they should be completed with the install after spring break. Dr. Glenn Boyce is retiring from IHL. The Writing Proficiency Exam will no longer be offered. It will be replaced with the curriculum changes to each major. If an employee retires, they can still receive DSU emails via @retiree.deltastate.edu.
- Chair-Elect: Christy Riddle – No report.
- Past Chair: Marilyn Read – No report.
- Executive Secretary/Treasurer: Julie Jackson – Absent.
 - DSU Fund Balances per Banner (as of 03.06.18):
 - Fund 10 \$2500.00
 - Projects \$1,142.45
 - Staff Development \$3,685.96
 - Foundation balances per Deborah Cox:
 - Staff Appreciation \$607.40
 - Staff Development \$97.97
 - Projects \$1117.18
- Public/University Relations Coordinator: Jennifer Farish – Absent.
- Ombudsman: Jeff Slagell – No report.

IV. Committee Reports:

- Incentives and Recognition: Emily Jones – Emily reported that the Smile on You for March is Henry Williams (Campus Police), and February's Employee of the Month is Robert McDaniel (Facilities Management). The Quarterly Birthday Party (Jan-Apr) is scheduled for March 20 at 1:30 p.m. Bring people.
- Projects: Rhonda Loper – No report.
- Salaries & Benefits: Deborah Cox – No report.
- Staff Development: TBA – We need a Chair. Staff Development Day is usually the week after final exams. Suggestions to include are professional development, Dr. Beals, Todd Davis, Tricia Walker, and something on Mind/Body/Spirit.

V. Faculty Senate & SGA Reports:

- Faculty Senate: Chris Jergenson – Absent.
- Student Government Association: Layla Young – SGA Cabinet applications are due today. Elections are scheduled for March 20 & 21. The State of the University Address is scheduled for April 9. Thank you to the faculty and staff as they have been helpful with the students who have experienced recent deaths.

VI. Old Business:

- Staff Development Chair

VII. New Business:

- Cheryl Oleis is retiring.
- We need to schedule a date for Staff Development Day.

VIII. Announcements:

- Next meeting April 4, 2018 at 8:30 a.m. in the Simmons Room, Walker Alumni House.

IX. Adjournment: 9:09 a.m.