

## Administrative Staff Council Meeting Minutes

April 5, 2023

**Members Present:** (14 Members Present): Mallory Burchfield, Lucia Chacon, Mikhail Collins (Terrance Walker), Gerald Finley, Lisa Giger, Amber Hays, Julie Jackson, Mechelle Jones, Paula Lindsey (Laura Howell), Hayley Murrell, Holly Ray, Amanda Robinson, Leigh Street, Nakikke Wallace

**Members Absent:** (28 Members absent): Cecil Barnett, Gregory Braggs, Craig Clemons, Edwin Craft, Nicole Dupre, Kaci Farr, Caroline Fletcher, Dana George, Tijuana Harris, FaDerricka Harvey, Jeff Jackson, Kashanta Jackson, Michelle Johansen, Jeff Johns, Emily Jones, Chris Jurgenson, Dana Killion, Tricia Killebrew, Heather Miller, Sheila Millican, Kelsey Overstreet, Marilyn Read, Christy Riddle, Joyce Shelton, Jeff Slagell, Meagan Smith, Tarnisha Smith, Bud Sorey

### I. Call to order/Welcome

- Chair-Elect, Holly Ray, officially called to order the meeting of the Administrative Staff Council at 8:37 a.m.

### II. Approval of Minutes

- Minutes from the March 2023 meeting were distributed via email. The minutes were approved unanimously by the membership.

### IV. Officer's Reports

- Chair: Holly Ray, Chair Elect reported that we have a new Director of Admission who will begin in July. Our new president, Dr. Dan Ennis will be presented to the campus on Thursday, April 6 at 11 a.m. in the Auditorium in Jobe Hall. There will be a short program and a reception afterwards. April 27 is the Campus Forum. It will be in the Auditorium in Jobe Hall at 2 p.m.
- Chair-Elect: Holly Ray – No Report
- Past Chair: Nakikke Johnson – No report
- Executive Secretary/Treasurer: Julie Jackson
  - DSU Fund Balances per Banner (as of 03/30/2023)
    - Fund 10 - \$435.00
    - Projects - \$813.93
    - Staff Development - \$612.21
  - Foundation Balances
    - Staff Appreciation \$279.77
    - Projects \$37.94
    - Staff Development \$71.87
- Ombudsperson: Jeff Slagell – absent.

### V. Faculty Senate & SGA Reports:

- Faculty Senate: Chris Jurgenson – absent.
- Student Government Association: Lucia Chacon – Lucia reported that we have a new SGA President – Haley Rooks. She also reminded us about the Big Green Event, April 15.

### VI. Committee Reports:

- Incentives and Recognition: Amber Hays – Amber Hays announced that the Employee of the Month for March is Mallory Burchfield, Alumni & Foundation. And our restaurant gift card winner is Matt Mabus, from the Airport and he received a gift card to Crawdad's.
- Salaries & Benefits: Julie Jackson – No report.

**VII. Old Business:**

- None

**VIII. New Business:**

- Fundraiser – Polo shirt sale.

**IX. Announcements:**

- Next Meeting – Wednesday, May 3, 2023
- BPAC
  - Southern Circuit Film Screening, Hazing | April 10 @ 6 p.m.
  - Janice Wyatt Summer Arts Institute – registration open.
  - Summer Movie Series
- Bolivar County Alumni Crawfish Boil – April 20 – 5:30 – 8:00 p.m.
- Staff Development Day – May 18, 2023

**X. Adjournment:** 8:46 a.m.