

Administrative Staff Council Meeting Minutes  
June 5, 2019

**Members Present:** (21 Members Present)

Jeff Borganelli, Kelvin Davis, Jerry Frye, Angela Green, Faderricka Harvey, Cade Holder, Richard Houston, Julie Jackson, Jeff Johns, Nakikke Johnson, Emily Jones, Matt Jones, Mallory Kendall, Tricia Killebrew, Paula Lindsey, Christy Riddle, Amanda Robinson, Christie Rocconi, Temika Simmons, Mary Helen Varner, Jon Westfall

**Members Absent:** (22 Members absent)

Laura Abraham, Rebecca Arant, Lee Aylward, Cecil Barnett, Matthew Bishop, Craig Clemons, Deborah Cox, Edwin Craft, Leigh Emerson, Caroline Fletcher, Dana George, Lisa Giger, Michael Lipford, Heather Miller, Hayley Murrell, Mary Ruth Phillips, Samantha Phillips, Holly Ray, Marilyn Read, Jeff Slagell, Tarnisha Smith, Elizabeth Swindle

**I. Call to order/Welcome**

- Chair, Christie Riddle, officially called to order the meeting of the Administrative Staff Council at 8:33 a.m. in the Simmons Room of the Alumni House. Christy introduced Jerry Frye, Manager of Food Services (Sodexo), Meagan Smith (Director of Financial Aid), Cheryl Strong, Catering Manager (Sodexo), Terrance Walker (Coordinator of Third Party Billing, SBS), and Jon Westfall (Faculty Senate delegate).

**II. Program**

- Sodexo, new food service vendor for DSU. Jerry Frye shared the summer hours and retail hours. He updated the membership on what will happen in their retail area this summer and summer 2020. (Summer 2019 - Burrito Bowl will remain, Burger Studio will get a name change – Bistro Burger. Summer 2020 – Chik-fil-A will expand to full service and Firehouse Subs will be added. The P.O.D. will move to the cafeteria and become The Grid.) He passed out a brochure, postcard and a sticker. The cafeteria will offer 8 different stations – bakery/dessert, grill, salad bar, daily dish, simple servings, pizza, deli and chef’s table (which will be breakfast in the mornings).

**III. Approval of Minutes**

- Minutes from May 2019 meeting were distributed via email. The minutes were approved unanimously by the membership.

**IV. Officer’s Reports**

- Chair: Christie Riddle – No report.
- Chair-Elect: Tricia Killebrew – Tricia reported that the deadline to order the polo shirts is tomorrow. She also shared that the graduation fee has increased from \$25 to \$45, along with the \$100 late fee. The roofing projects that are upcoming are Archives and Sillers Coliseum. Sillers will also get a new HVAC system. The sidewalk project should begin in January 2020. The new bond bill will cover work in Brumby-Castle, Lawler-Harkins, the Union, Whitfield – roof and elevators. She is working on talking points for the President’s Report at the opening session in August.
- Past Chair: Christie Rocconi – No report.
- Executive Secretary/Treasurer: Julie Jackson
  - DSU Fund Balances per Banner (as of 06.03.19):
    - Fund 10 \$1833.87
    - Projects \$1317.45
    - Staff Development \$2719.17

- Foundation balances per Deborah Cox:
  - Staff Appreciation      \$177.78
  - Staff Development      \$136.97
  - Projects                      \$1159.68
- Public/University Relations Coordinator: Amanda Robinson – Amanda asked everyone to follow us on Facebook – DSU Staff Council.
- Ombudsman: Jeff Slagell – Absent.

**V. Committee Reports:**

- Incentives and Recognition: Emily Jones – Emily reported the Employee of the Month was Fawn Usery (IRC Director). She also reminded everyone that the deadline for nominations is the 20<sup>th</sup> of each month.
- Projects: TBA – No report.
- Salaries & Benefits: Deborah Cox – Absent
- Staff Development: Christie Rocconi - Christie reported that all went well.

**VI. Faculty Senate & SGA Reports:**

- Faculty Senate: Jon Westfall – Jon reported that they have not had a regular meeting. He has met with Cet Oguz and Maia Wegmann to make plans for the upcoming year. They want to identify and help eliminate barriers for students, offer the highest level of service and increase communication about the graduation deadline for students.
- Student Government Association: Elizabeth Swindle – Absent.

**VII. Old Business:**

- DSU LEADS – we had 18 applicants, 10 were selected. The first session is June 12 from 1:30 – 3:30 p.m.
- Delta Council – June 7, from 11 a.m. – 1 p.m. The rain plans were explained.
- Elections – Nominations will be taken this month. We will elect them in July and they will take office in August. Our At Large positions that are up for election are Professional/Non-Faculty (2), Service Maintenance (1), Skill Craft (1), and Secretary/Clerical (1), as well as Chair Elect and Secretary Treasurer. We will share the EEOC lists for nomination considerations.

**VIII. New Business:**

- None

**IX. Announcements:**

- Next meeting July 10, 2019 at 8:30 a.m. in the Simmons Room, Walker Alumni House.
- BPAC's new season is available now.
- Archives has several events coming up.

**X. Adjournment:** 9:32 a.m.