

Administrative Staff Council Meeting Minutes
May 8, 2019

Members Present: (23 Members Present)

Craig Clemons, Leigh Emerson, Caroline Fletcher, Faderricka Harvey, Richard Houston, Julie Jackson, Jeff Johns, Nakikke Johnson, Mallory Kendall, Tricia Killebrew, Paula Lindsey, Michael Lipford, Hayley Murrell, Cet Oguz, Mary Ruth Phillips, Holly Ray, Marilyn Read, Christy Riddle, Amanda Robinson, Christie Rocconi, Temika Simmons, Jeff Slagell, Tarnisha Smith

Members Absent: (19 Members absent)

Laura Abraham, Rebecca Arant, Lee Aylward, Cecil Barnett, Matthew Bishop, Jeff Borganelli, Deborah Cox, Edwin Craft, Kelvin Davis, Dana George, Lisa Giger, Angela Green, Cade Holder, Emily Jones, Matt Jones, Heather Miller, Samantha Phillips, Elizabeth Swindle, Mary Helen Varner

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 Temika Simmons as our new representative from the CCED and we welcomed Mallory Kendall from Barnes & Noble.

II. Program

- None

III. Approval of Minutes

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

IV. Officer's Reports

- Chair: Christie Riddle – Christie reported that Gerald Finley is the interim Director for Facilities Management. Our new food service contract is with Sodexo and they will begin June 1. Christy has transitioned off of cabinet and Tricia has moved into that role representing Staff Council.
- Chair-Elect: Tricia Killebrew – No report.
- Past Chair: Christy Rocconi – No report.
- Executive Secretary/Treasurer: Julie Jackson
 - DSU Fund Balances per Banner (as of 05.08.19):
 - 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 reported that we have a social media presence now – Facebook – DSU Staff Council.
- Ombudsman: Jeff Slagell – No report.

V. Committee Reports:

- Incentives and Recognition: Emily Jones – No report.
- Projects: TBA – No report.
- Salaries & Benefits: Deborah Cox – No report.
- Staff Development: Christie Rocconi reported that Wayne Blansett Staff Development Day is scheduled for May 16. Our speakers are Dr. George Beals, and Mr. Will Bradham. Our theme is Random Acts of Kindness. We are collecting door prizes and welcome others to bring some as well. We have also incorporated several events for the other days of the week – Monday – oKra photos, Tuesday – Ice cream in Kent Wyatt Hall, Wednesday – New – sale in Barnes & Noble, Thursday – staff Development day. At 3:30 p.m., we will plant trees in or around Parker Field. Our menu will be the same as last year.

VI. Faculty Senate & SGA Reports:

- Faculty Senate: Cet Oguz – Cet reported that they recently had presentations from Admissions and Financial Aid. Cet has moved into the chair position and Jon Westfall is the new chair elect and will join us at our monthly meetings.
- Student Government Association: Elizabeth Swindle – Absent.

VII. Old Business:

- Staff Emeritus Status – Judy Haney, Ronnie Mayers, Christie Rocconi, and Diane Schattner.
- H.L. Nowell Outstanding Support Staff Award – Judy Haney.
- Dress Code Policy – it has been approved and shared with the campus. During the summer, Thursdays will be treated as Fridays in the policy. Supervisors are going to be held accountable for enforcing the policy.
- DSU LEADS – we had 18 applicants, 10 were selected. They will be notified next week and will be announced at SDD.
- Presidential Forums – great attendance at the staff session. Several post forum questions: buildings that are closed – will the custodians work in these halls without AC? Craig Clemons reported that he will assign staff as needed to avoid uncomfortable work conditions.
- Staff photos – we had planned to set a date for this to catch everyone up and update the campus directory, but due to staffing, we will postpone this until later in the summer or early fall.
- Summer Hours begin Monday.

VIII. New Business:

- Delta Council – June 7, we need volunteers to help serve their meal.
- Elections – we nominate for our open positions in June, elect them in July and they will take office in August. Our At Large positions that are up for election are Professional/Non-Faculty, Service Maintenance, Skill Craft, Grants, and Secretary/Clerical. We will share the EEOC lists for nomination considerations. We will also elect a Chair Elect and a Secretary/Treasurer.
- CCED Usage – Christy submitted comments to Jamie Rutledge on whether to continue using the facility as is or to swap it with Child Development.

IX. Announcements:

- Next meeting June 5, 2019 at 8:30 a.m. in the Simmons Room, Walker Alumni House.
- Continuing Ed – camp offerings are available for registration.
- TFA arrives on June 9.

X. Adjournment: 9:26 a.m.