

Administrative Staff Council Meeting Minutes
June 2, 2018

Members Present: (26 Members Present)

Rebecca Arant, Cecil Barnett, Jeff Borganelli, Claire Cole, Deborah Cox, Kelvin Davis, Leigh Emerson, Severine Groh, Faderricka Harvey, Richard Houston, Julie Jackson, Emily Jones, Tricia Killebrew, Paula Lindsey, Michael Lipford, Michael McDonald, Jim Miller, Hayley Murrell, Cet Oguz, Mary Ruth Phillips, Marilyn Read, Christy Riddle, Amanda Robinson, Christie Rocconi, Tarnisha Smith, Mary Helen Varner

Members Absent: (17 Members absent)

Laura Abraham, Lee Aylward, Jeff Barkman, Matthew Bishop, Craig Clemons, Chip Cooper, Edwin Craft, Dana George, Lisa Giger, Tina Gladden, Jeff Johns, Matt Jones, Rhonda Loper, Chrisa Mansell, Diana McDowell, Heather Miller, Jeff Slagell

I. Call to order/Welcome

- Chair, Christie Rocconi, introduced Faderricka Harvey, new representative for Institutional Research, and Jim Miller, as the new Director of Career Services. She officially called to order the meeting of the Administrative Staff Council at 8:35 a.m. in the Simmons Room of the Alumni House.

II. Program

- Christy Riddle, Chair Elect, introduced Jamie Rutledge, DSU's CFO. He presented on how the budget process works.

III. Approval of Minutes

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

IV. Officer's Reports

- Chair: Christie Rocconi – Christie reported that the two university residences on Shumate (301 & 303) will be razing because they are in poor condition. The University received the Hearin Grant. The green space behind Kent Wyatt Hall and its future purpose is being discussed by the Cabinet.
- Chair-Elect: Christy Riddle – No report.
- Past Chair: Marilyn Read – No report.
- Executive Secretary/Treasurer: Julie Jackson
 - DSU Fund Balances per Banner (as of 06.06.18):
 - Fund 10 \$2373.94
 - Projects \$1,317.45
 - Staff Development \$3438.49
 - Foundation balances per Deborah Cox:
 - Staff Appreciation \$529.90
 - Staff Development \$106.07
 - Projects \$1130.68
- Public/University Relations Coordinator:
- Ombudsman: Jeff Slagell – No report.

V. Committee Reports:

- Incentives and Recognition: Emily Jones – Emily reported that there was no Employee of the Month for May. The Smile on You for June has not been presented yet and May's was Crystal Parrish.
- Projects: Rhonda Loper – No report.
- Salaries & Benefits: Deborah Cox – We did receive raises. There is discussion about getting everyone a name badge and/or business cards.
- Staff Development: Discussed in Old Business.

VI. Faculty Senate & SGA Reports:

- Faculty Senate: Severine Groh reported that they will not meet during the summer.
- Student Government Association:

VII. Old Business:

- Staff Development Day was a great day! We had tons of door prizes, the speakers were great and we had 30+ people play softball!
- Delta Council – Great job!

VIII. New Business:

- Nominations are due today for the following positions: Chair-Elect, Secretary-Treasurer, Secretary/Clerical (1), Professional/Non-Faculty (2), Service Maintenance (2) and Technical/Paraprofessional (1). If you have any nominations after today, please email Christie Rocconi.

IX. Announcements:

- Next meeting July 11, 2018 at 8:30 a.m. in Union 302A.

X. Adjournment: 9:28 a.m.