

Administrative Staff Council Meeting Minutes  
May 2, 2018

**Members Present:** (24 Members Present)

Laura Abraham, Lee Aylward, Craig Clemons, Deborah Cox, Leigh Emerson, Amber Foster, Severine Groh, Richard Houston, Julie Jackson, Jeff Johns, Emily Jones, Tricia Killebrew, Paula Lindsey, Rhonda Loper, Michael McDonald, Diana McDowell, Hayley Murrell, Mary Ruth Phillips, Marilyn Read, Christy Riddle, Amanda Robinson, Christie Rocconi, Jeff Slagell, Mary Helen Varner

**Members Absent:** (20 Members absent)

Rebecca Arant, Jeff Barkman, Cecil Barnett, Matthew Bishop, Jeff Borganelli, Claire Cole, Chip Cooper, Edwin Craft, Kelvin Davis, Dana George, Lisa Giger, Tina Gladden, Nakikke Johnson, Matt Jones, Michael Lipford, Chrisa Mansell, Heather Miller, Tarnisha Smith, David Tanner, Layla Young

**I. Call to order/Welcome**

- Chair, Christie Rocconi, officially called to order the meeting of the Administrative Staff Council at 8:35 a.m. in the Simmons Room of the Alumni House. Christie introduced Severine Groh as Faculty Senate, Chair. Severine said that Chet Oguz is their Chair-Elect and they will share attendance duties for our meetings.

**II. Program**

- None

**III. Approval of Minutes**

- Minutes from April 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 Presidential Forum for the staff was well attended and she thanked the members for attending. Christie reported that tuition would increase 5% for the fall. She reported that Statesmen Blvd would be finished soon and Zeigel would be finished by the end of May. The Cafeteria is scheduled to be finished by the end of July. Commencement is scheduled to have 495 graduates (Walking: 202 at 10 a.m., 203 at 2 p.m.) The Registrar's Office is still looking for volunteers. The Cabinet asked how to help with morale on campus. Jeff Slagell is DSU's new representative for the University Press of MS. Summer hours are 7 a.m. – 5:30 p.m. with a 30 minute lunch. This starts on May 7. Aramark is going to offer lunches from their truck at Ewing and Kent Wyatt Halls.
- Chair-Elect: Christy Riddle – No report.
- Past Chair: Marilyn Read – No report.
- Executive Secretary/Treasurer: Julie Jackson
  - DSU Fund Balances per Banner (as of 05.02.18):
    - Fund 10 \$2373.94
    - Projects \$1,317.45
    - Staff Development \$3438.49
  - Foundation balances per Deborah Cox:
    - Staff Appreciation \$519.40
    - Staff Development \$103.97

- Projects \$1127.18

- Public/University Relations Coordinator:
- Ombudsman: Jeff Slagell – No report.

**V. Committee Reports:**

- Incentives and Recognition: Emily Jones – Emily reported that the Smile on You for May is TBA, and April's Employee of the Month is Paula Lindsey (BPAC).
- Projects: Rhonda Loper – No report.
- Salaries & Benefits: Deborah Cox – No report.
- Staff Development: Christie Rocconi reported that Staff Development Day is May 17 in Ewing's Jacob Conference Center at 7:30 a.m. We will have Dr. Beals, Tricia Killebrew and guests from Balance Fitness. Doors prizes are being collected. If you are not attending SDD, the office(s) must be open and staffed.

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

- Faculty Senate: Severine Groh reported that their first meeting was tomorrow and they will establish committees at that time. They are looking forward to working with us.
- Student Government Association: Layla Young – absent.

**VII. Old Business:**

- Summer Hours reminder

**VIII. New Business:**

- Nominations will be accepted at our next meeting. We will elect a Chair-Elect, Secretary-Treasurer and several At Large positions. Please talk to your peers you want to nominate prior to nominating them to be sure they are willing and able to serve.

**IX. Announcements:**

- Next meeting June 6, 2018 at 8:30 a.m. in the Simmons Room, Walker Alumni House.

**X. Adjournment:** 9:28 a.m.