

**Administrative Staff Council Meeting Minutes
December 2, 2009**

Members Present: Christie Ayers, Lynn Buford, Patsy Burchfield, Vanlerbilt Dixon, John Elliott, Emily Erwin, Jeffrey Farris, Becky Foster, Dana George, Lisa Giger, Bert Herbison, Bridget Hullaby, Gerald Jordan, Eckward McKnight (Faculty Senate), Christy Montesi, Dianne Schattner, Suzanne Simpson, Reagan Smith, Jeff Slagell, Heather Walker, Russell Watkins

I. Call to Order/Welcome

- Chair, Christy Montesi called to order the meeting of the Administrative Staff Council 8:40am in the Simmons Room.
- Recognized Becky Foster's service to the university and staff council upon her retirement

II. Approval of Minutes

- Minutes from the November meeting were distributed by e-mail. Dianne Schattner made a motion to approve the minutes. Russell Watkins seconded. The motion was approved unanimously by the membership.

III. Program – Brandi Ward

Provided musical entertainment for staff council for the Holiday season

IV. Officer's Reports

CHAIR

Christy Montesi is working to schedule a time to meet with Cabinet to discuss Staff Council.

CHAIR-ELECT

Dana George asked for special program suggestions for the monthly meetings

SECRETARY

Suzanne Simpson had no report.

PAST CHAIR

Beverly Lindsey had no report.

OMBUDSMAN

Jeff Slagell had no report.

V. Committee Reports

INCENTIVES AND RECOGNITION: Bert Herbison, Chair

- The Smile on You was awarded to Sharon Krugler
- The Employee of the Month was awarded to Bevin Lamb
- November birthday party was held on November 12th with 15 staff attending. Winners were Debra Wilson and Sandra Brown.
- The next Birthday Party will be December 17, 2009 at 9:30 am., Union, Second Floor
- Commented on asking staff to consider donating to a staff fund account (projects, incentives & recognition, etc.) by the process of payroll deduction

PROJECTS: Gerald Jordan, Chair and Co-chair (TBA)

- Thanksgiving Feed a Family was a success and had approximately 80 bags of food donated
- Delta State University Fleece Jacket orders should be placed by December 9, 2009, with a delivery by December 18th
- Adopt-a-Family for Christmas drive; all donations for children assigned to specific committees should be wrapped and given to Dana George by Thursday December 17, 2009 and should be tagged with the child's name on the gift
- February 4, 2010 will be staff appreciation night during the home basketball game at Sillers Coliseum

SALARIES AND BENEFITS: Sam Washington, Chair and Co-Chair (TBA)

- No Report.

STAFF DEVELOPMENT: Jeffrey Farris, Chair and Co-Chair (Julie Jackson & Melissa Stewart)

- Stated that Julie Jackson and Melissa Stewart would be co-chairs of the committee
- Discussed the staff text-book loan program; \$50 will be awarded to four staff members, please encourage your staff to apply for this award each semester

VI. Faculty Senate Report

- Eckward Mcknight stated:
 - Resolution for textbooks: has passed to get in line with the IHL policy
 - Dr. Phil Pepper (state economist) from IHL discussed with faculty senate that the state is heading into a deeper recession; faculty senate plan to have Dr. Pepper return next year to discuss the state of the economy
 - Invited everyone to the kickoff of the Professorship of Commercial Aviation in honor of Dr. Tommy Sledge (3pm December 2nd)

VII. Old Business

EVALUATION OF SUPERVISORS

- Sam Washington has talked to Dr. Tabb
 - Issue is tabled

UNIVERSITY BUDGET COMMITTEE

- The committee has completed the first phase of the review process of all academic departments by prefix data and departmental answers to 21 questions based on prefix justification

STRATEGIC PLANNING COMMITTEE

- Beverly Lindsey had no report

YEAR OF THE ARTS AD-HOC COMMITTEE

- The committee had no Report

HEALTH & WELLNESS AD-HOC COMMITTEE (Todd Davis, Chris Giger, Michael Gann, Beverly Lindsey, Leigh Pickard, Marilyn Read)

- Fall Break event took place on Monday November 23, 2009; at walking trail
- About 50 staff members participated in the event and it was successful

VIII. New Business

- *BREAKFAST WITH CABINET*
 - Scheduled for Wednesday January 6, 2010
 - Dr. Hilpert will be our guest speaker

IX. Announcements

- Backyards & Beyond: Mississippians & Their Stories The First Year After Katrina, 4 November 2009 - 31 January 2010, Charles W. Capps, Jr. Archives & Museum Building, main gallery; for further information [click here!](#)
- 2009-2010 Men's and Women's Basketball games; see schedule on www.gostatesmen.com
- Fall 2009 commencement ceremony is Saturday December 11, 2009
- Christmas swim meet, December 19, 20, & 21
- Next Staff Council Meeting: 6 January at 8:30 am, Simmons Room, Alumni House

X. Adjournment

- The meeting was adjourned at 9:24am.