

Administrative Staff Council Meeting Minutes
February 3, 2010

Members Present: Christie Ayers, Lynn Buford, Patsy Burchfield, Michael Gann, John Elliott, Emily Erwin, Beverly Fratesi, Dana George, Miriam Hart, Bert Herbison, Teresa Houston, Julie Jackson, Paula Laws, Michael Martin, Eckward McKnight (Faculty Senate), Albert Nylander, Linda Ross, Jamie Rutledge, Dianne Schattner, Jeff Slagell, Suzanne Simpson, Linda Smith, Reagan Smith, Melissa Stewart, Danny Tharp, Liza Vaughn (Jeffery Farris) Heather Walker, Sam Washington, Russell Watkins

I. Call to Order/Welcome

- Chair-Elect, Dana George called to order the meeting of the Administrative Staff Council 8:30am in the Simmons Room.

II. Approval of Minutes

- Minutes from the January meeting were distributed by e-mail. Michael Gann made a motion to approve the minutes. Sam Washington seconded. The motion was approved unanimously by the membership.

III. Program – No program for February 2010

IV. Officer's Reports

CHAIR

Chair Elect Dana George read a thank you note that was sent to Christy Montesi and staff council from Dr. and Mrs. Hilpert for the Fleece Jackets that were donated to them at Christmas.

CHAIR-ELECT

Dana George had no report.

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 not awarded this month
- The Employee of the Month was awarded to Dianne Schattner
- January birthday party was held on January 13th with 11 staff attending. Winners were Casey Harlow and Christie Ayers.
- Luncheon was held on January 27th to honor past winners of employee of the month; those that nominated the winners were invited to attend and their supervisors
- The next Birthday Party will be February 17, 2010 at 9:30 am., Union, Second Floor

PROJECTS: Gerald Jordan, Chair

- February 4, 2010 will be staff appreciation night during the home basketball game at Sillers Coliseum
- Need volunteers to help sign staff up at the basketball game

SALARIES AND BENEFITS: Sam Washington, Chair

- Plan to meet this month.

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

- No report

VI. Faculty Senate Report

- Eckward Mcknight stated:
 - Currently looking at tenure and promotion due to a new bill proposed through the legislature.

VII. Old Business

EVALUATION OF SUPERVISORS

- Suzanne Simpson read off the SACS standard requirement for evaluating supervisors and the IHL and DSU policy. The current supervisor evaluations that are used on campus fall in line with all three policies. At this time the item will be removed from old business.

UNIVERSITY BUDGET COMMITTEE

- The committee is currently reviewing the academic departments looking at each prefix.

STRATEGIC PLANNING COMMITTEE

- Beverly Lindsey had no report

YEAR OF THE ARTS AD-HOC COMMITTEE

- The committee has not met recently, but plans on having a meeting within the next couple of weeks.

HEALTH & WELLNESS AD-HOC COMMITTEE

- The committee had no Report

VIII. New Business

- American Association of University Women's Conference
- Professional Development Workshops
 - University is considering setting up some workshops for professional development
 - Ideas about the workshops can be emailed to cmontesi@deltastate.edu

IX. Announcements

- Sport events; see schedule on www.gostatesmen.com
- To reserve facilities or place items on calendar, please refer all requests to Reagan Smith, this includes work orders
- Miss DSU pageant is Thursday February 18, 2010 at 7:30 pm; featuring a tribute to Michael Jackson; \$3 for DSU community, \$6 for Non-DSU
- Send all property requests to Sam Washington
- Alumni events coming up will be held TN-at Rendezvous, and during the Christian Brother's Basketball game; Washington County Alumni Event; SAA Valentine Package

- Postal and Copy Center will be making personalized Valentine's cards, see them for more details
- Union Program Council-stuff a bear will take place February 9, 2010; the production of the annual has been halted
- Next Staff Council Meeting: 3 March at 8:30 am, Simmons Room, Alumni House

X. Adjournment

- A motion was made to adjourn the meeting; First motion by Linda Ross and second motion by Liza Vaughn, the meeting was unanimously adjourned at 9:06am.