

**Administrative Staff Council Meeting Minutes**  
**January 6, 2010**

**Members Present:** Matthew Breaux (Griffin Hite), Lynn Buford, Patsy Burchfield, Kimberly Cooley (Michael Gann), John Elliott, Elsie Lynn Ervin, Jeffrey Farris, Chiquikta Fountain, Beverly Fratesi, Dana George, Lisa Giger, Bert Herbison, Richard Houston, Bridget Hullaby, Julie Jackson, Gerald Jordan, Paula Laws, Beverly Lindsey, Michael Martin, Eckward McKnight (Faculty Senate), Christy Montesi, Albert Nylander, Linda Ross, Jamie Rutledge, Dianne Schattner, Suzanne Simpson, Reagan Smith, Andrew Spencer, Sam Washington, Russell Watkins

*Guests from President's Cabinet:* Wayne Blansett (Vice Pres. for Student Affairs), Keith Fulcher (Director of Alumni-Foundation), Leslie Griffin (Dean, College of Education), John Hilpert (President), Ann Lotven (Provost/Vice Pres. Academic Affairs), Jeremy McClain (Director of Athletics), Greg Redlin (Vice Pres. for Finance and Administration), Patricia Roberts (Faculty Senate President), Myrtis Tabb (Associate Vice Pres. for Finance and Administration)

**I. Call to Order/Welcome**

- Chair, Christy Montesi called to order the meeting of the Administrative Staff Council 8:45am in the Simmons Room.
- Recognized two new members; Albert Nylander will be representing Graduate & Continuing Studies and Jamie Rutledge will be representing Accounting

**II. Approval of Minutes**

- Minutes from the December meeting were distributed by e-mail. Chief Lynn Buford made a motion to approve the minutes. Linda Ross seconded. The motion was approved unanimously by the membership.

**III. Program – Breakfast with Dr. Hilpert and DSU President's Cabinet**

- Dr. Hilpert addressed staff council and thanked staff for their work. He also commented on budget issues for the university.

**IV. Officer's Reports**

*CHAIR*

Christy Montesi attended a December Cabinet meeting to update them on the efforts of Staff Council.

*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 awarded to Sharon Krugler
- The Employee of the Month was awarded to Cathy Conico
- December birthday party was held on December 17<sup>th</sup> with 10 staff attending. Winners were Richard Houston and Rhonda McDaniel.
- The next Birthday Party will be January 13, 2009 at 9:30 am., Union, Second Floor

### *PROJECTS: Gerald Jordan, Chair*

- Delta State University Fleece Jacket sale went well, profit of jackets are still to be determined
- Adopt-a-Family for Christmas drive went well and all presents for the family were delivered to Human Services
- February 4, 2010 will be staff appreciation night during the home basketball game at Sillers Coliseum

### *SALARIES AND BENEFITS: Sam Washington, Chair*

- Plan to meet this month.

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

- Plan to meet within the next two weeks.
- Discussed the staff text-book loan program; \$50 will be awarded (8 applicants received, 4 chosen), please encourage your staff to apply for this award each semester

## **VI. Faculty Senate Report**

- Eckward Mcknight stated:
  - Will meet January 14, 2010

## **VII. Old Business**

### *EVALUATION OF SUPERVISORS*

- There is no new update
- Suzanne Simpson will check on SACS requirements regarding evaluations of supervisors

### *UNIVERSITY BUDGET COMMITTEE*

- The committee will begin super sessions to review all information beginning January 8, 2010

### *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*

- The committee had no Report

## **VIII. New Business**

- No new business reported.

## **IX. Announcements**

- Students are looking for campus jobs. If anyone has any openings for work-study, RSE, GA or regular part-time work, please let Career Services' know, and we will help recruit students for you.
- Sport events; see schedule on [www.gostatesmen.com](http://www.gostatesmen.com)
  - Congrats to men's and women's swim team for placing in the Christmas Swim meet
- Student Health Center is still giving free H1N1 flu vaccines from 7:30-11:30am
- Alumni events coming up will be held in Nashville, TN, and Memphis, TN-at Rendezvous, and during the Christian Brother's Basketball game
- Parent newsletter: if you want to submit information for parents to be aware of please contact Elsie Lynn Ervin
- Next Staff Council Meeting: 3 February at 8:30 am, Simmons Room, Alumni House

## **X. Adjournment**

- The meeting was adjourned at 9:30am.