

Administrative Staff Council Meeting Minutes
November 4, 2009

Members Present: Christie Ayers, Lynn Buford, Elsie Lynn Ervin, Jeffrey Farris, Becky Foster, Michael Gann, Dana George, Miriam Hart (Cox), Bert Herbison, Teresa Houston, Julie Jackson, Paula Laws, Beverly Lindsey, Eckward McKnight (Faculty Senate), Christy Montesi, Deborah Moore, Leigh Pickard (Guest), Marilyn Read, Linda Ross, Dianne Schattner, Suzanne Simpson, Jeff Slagell, Heather Walker

I. Call to Order/Welcome

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

II. Approval of Minutes

- Minutes from the October meeting were distributed by e-mail. Bert Herbison made a motion to approve the minutes. Linda Ross seconded. The motion was approved unanimously by the membership.

III. Program – Leigh Pickard, Healthy Campus/Community Initiative

Discussed the HCHC program; number of participants, types of classes; what to expect next

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 thanked Dianne Schattner for assisting with the monthly newsletter.

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 Krista Davis
- The Employee of the Month was awarded to Lucy Hemmingway
- October birthday party was held on October 8th with 16 staff attending. Winners were Beverly Lindsey and Peter Rocconi.
- The next Birthday Party will be November 12, 2009 at 9:30 am., Union, Second Floor

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

- Thanksgiving Feed a Family is underway and bags are due by November 20th to Police Department
- The Police Department will pick up the bags if needed or you can deliver to their office

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

- No Report.

STAFF DEVELOPMENT: Jeffrey Farris, Chair and Co-Chair (TBA)

- Asked for suggestions
 - Employee day off for birthday
 - Staff development: HR plan workshops, but staff council promote them
 - Workshops on stress management
 - Workshops on demonstration of healthy challenge classes

VI. Faculty Senate Report

- Eckward Mcknight was not in attendance; however, Christy Montesi stated:
 - Garry Jennings discussed budget situation
 - Dr. Lotven discussed next steps for faculty/academic budget issues
 - Resolution for textbooks: DSU has requested to be a part of the piloted book rental program through Follett—low cost book option (black & white copy)

VII. Old Business

EVALUATION OF SUPERVISORS

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

UNIVERSITY BUDGET COMMITTEE

- The committee is currently going through each prefix for all departments and reviewing departmental answers to 21 questions based on prefix justification

STRATEGIC PLANNING COMMITTEE

- Beverly Lindsey had no report

YEAR OF THE ARTS AD-HOC COMMITTEE

- Renea Singley has left Delta State and replacement for committee position is Christie Ayers

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

- Fall Break event will take place on Monday November 23, 2009; at walking trail
- Bring own lunch
- Drinks provided by staff council
- Events will be (volleyball, Frisbee, poker walk)

BRYCE GRIFFIS PRESIDENTIAL ENDOWMENT FUND

- Proposal was approved and staff council received \$500 mini grant
 - Grant will be used to bring in someone for staff development day in Spring 2010

CHANGES TO BYLAWS

- The recently changed bylaws reflected three new delegates
 - Elsie Lynn Ervin—representing Student Life
 - Paula Laws—representing Financial Aid
 - Heather Walker—representing Admissions

VIII. New Business

- *ELECTION OF AT-LARGE MEMBERS*
- The proposed changes to section I. B (amendment 4): Redistribution of total at large members to be elected: changed numbers are:
 - § Five (5) At-Large Members - Professional Non-faculty (Election of 3 new members) The three elected is the following:
 - Patsy Burchfield
 - Melissa Stewart
 - Russell Watkins
 - § Three (3) At-Large Members - Secretarial/Clerical (Election of 1 new member) The one elected is the following:
 - Reagan Smith
 - § Five (5) At-Large Members - Service/Maintenance (Election of 2 new members) The two elected is the following:
 - Vanlerbilt Dixon
 - Danny Tharp

IX. Announcements

- Faculty Art Show Sunday November 7th
- Career Services “Which fork do I use?” campaign
- Becky Foster’s retirement party November 19th
- Contact Teresa Houston if you would like to be a part of the Contract Committee for Aramark and Follett
 - Will be looking at textbook costs; t-shirt of year, and food ideas for cafeteria
 - Will be selling precooked casseroles for Thanksgiving
- Next Staff Council Meeting: 2 December at 8:30 am, Simmons Room, Alumni House

X. Adjournment

- The meeting was adjourned at 9:50am.