

## Administrative Staff Council Meeting Minutes

April 3, 2024

**Members Present:** (21 Members Present): Mallory Burchfield, Lyle Cole, Mikhail Collins, Caroline Fletcher, FaDerricka Harvey, Amber Hays, Jeff Jackson, Julie Jackson, Mechelle Jones, Paula King, Kristan Land, Paula Lindsey (Holly Senter), Kelsey Overstreet, Sydney Pittman, Holly Ray, Amanda Robinson, Haley Rooks, Diamond Spiller, Leigh Street, Fawn Ussery, Nakikke Wallace

**Members Absent:** (17 Members absent): Cecil Barnett, Edwin Craft, Bubba Duke, Nicole Dupre, Dana George, Lisa Giger, Tina Gladden, Tijuana Harris, Jeff Johns, Shaun Kelley, Heather Miller, Sheila Millican, Hayley Murrell, Collins Phelps, Marilyn Read, Meagan Smith, Tarnisha Smith

### I. Call to order/Welcome

- Chair, Holly, officially called to order the meeting of the Administrative Staff Council at 8:35 a.m.

### II. Approval of Minutes

- Minutes from our March 2024 meeting were approved and the membership agreed.

### IV. Officer's Reports

- Chair: Holly Ray – No Report.
- Chair-Elect: Amber Hays – No Report.
- Executive Secretary/Treasurer: Julie Jackson
  - DSU Fund Balances per Banner (as of 04/02/2024)
    - Fund 10 - \$0
    - Projects - \$89.94
    - Staff Development - \$413.24
  - Foundation Balances
    - Staff Appreciation \$912.77
    - Projects \$852.50
    - Staff Development \$71.87
- Ombudsperson: FaDerricka Harvey – No Report.
- Past Chair: Caroline Fletcher – No Report.

### V. Faculty Senate & SGA Reports:

- Faculty Senate: Shaun Kelley – Absent.
- Student Government Association: Haley Rooks – Haley reported that SGA hosted Most Beautiful last night. They had 16 participants. Jerica Brown won Most Beautiful. Legislative Day was held at the end of March and it went well. The Big Green Event is coming up as well as elections are being held this week.

### VI. Committee Reports:

- Incentives and Recognition: Amber Hays – Amber shared that there was not an Employee of the Month.
- Salaries & Benefits: Heather Miller – Absent.
- Projects: Holly Senter – No Report.
- Staff Development: No Report.

### VII. Old Business: None.

### VIII. New Business:

- Nominations – Seek nominations now through April 22. Be sure to discuss this with the nominee prior to submitting their name. We will vote in these elections at the May meeting and they will begin in June.
  - At Large positions – 1 Technical, 2 Secretary/Clerical, 2 Service/Maintenance, 1 Paraprofessional
  - Chair Elect
  - Secretary/Treasurer

**IX. Announcements:**

- Next Meeting – Wednesday, May 8, 2024
- BPAC – Pretty Woman – May 7 at 7:30 p.m.
- STEAM Program – BPAC tonight from 4:30 – 6:30 p.m.
- Bolivar County Alumni Association Cajun Seafood Event – April 25 from 5:30 – 8:00 p.m. in the north parking lot of Kent Wyatt Hall.

**X. Adjournment:** 8:39 a.m.