

Administrative Staff Council Meeting Minutes
January 10, 2024

Members Present: (21 Members Present): Cecil Barnett, Mallory Burchfield, Lyle Cole, Caroline Fletcher, FaDerricka Harvey, Amber Hays, Jeff Jackson, Julie Jackson, Jeff Johns, Paula Lindsey, Heather Miller, Hayley Murrell, Kelsey Overstreet, Collins Phelps, Holly Ray, Marilyn Read, Amanda Robinson, Meagan Smith, Diamond Spiller, Leigh Street, Nakikke Wallace

Members Absent: (17 Members absent): Mikhail Collins, Edwin Craft, Bubba Duke, Nicole Dupre, Dana George, Lisa Giger, Tina Gladden, Tijuana Harris, Mechelle Jones, Shaun Kelley, Paula King, Kristan Land, Sheila Millican, Bethany Powell, Kristi Rohr, Haley Rooks, Tarnisha Smith

I. Call to order/Welcome

- Chair, Holly Ray, officially called to order the meeting of the Administrative Staff Council at 8:33 a.m.

II. Approval of Minutes

- Minutes were not shared from the December 2023 meeting.

IV. Officer's Reports

- Chair: Holly Ray – Holly reported that Dr. Ennis' Inauguration is scheduled for February 24. There will be events Thursday – Saturday. Be on the lookout for more details. Our next Townhall Meeting (January 23) will be in Jacob, not Jobe.
- Chair-Elect: Amber Hays – No Report.
- Executive Secretary/Treasurer: Julie Jackson
 - DSU Fund Balances per Banner (as of 10/31/2023)
 - Fund 10 - \$585.43
 - Projects - \$89.94
 - Staff Development - \$413.24
 - Foundation Balances
 - Staff Appreciation \$732.77
 - Projects \$1067.50
 - 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 – Absent.

VI. Committee Reports:

- Incentives and Recognition: Amber Hays – Amber shared that there was no Employee of the Month for December. The committee will roll the nominations from December to January.
- Salaries & Benefits: Heather Miller – Thank you for a great Holiday Breakfast! Any suggestions for next time, please contact Heather.
- Projects: Holly Senter – Holly reported that our Toy Drive was a success and thanked everyone for participating.
- Staff Development: Nakikke Wallace – No Report.

VII. Old Business:

- None.

VIII. New Business:

- None.

IX. Announcements:

- Next Meeting – Wednesday, February 7, 2024
- BPAC – On Your Fee – January 23
- Continuing Education is looking for science fair judges.
- Alumni – January 26 – Memphis Grizzlies, February 9 – Sweetheart Social.

X. Adjournment: 8:47 a.m.