

Administrative Staff Council Meeting Minutes
March 6, 2024

Members Present: (19 Members Present): Cecil Barnett, Mallory Burchfield, Mikhail Collins, FaDerricka Harvey, Amber Hays, Jeff Jackson, Julie Jackson, Mechelle Jones, Paula Lindsey (Holly Senter), Heather Miller, Collins Phelps, Sydney Pittman, Holly Ray, Marilyn Read, Amanda Robinson, Haley Rooks, Leigh Street, Fawn Ussery, Nakikke Wallace

Members Absent: (19 Members absent): Lyle Cole, Edwin Craft, Bubba Duke, Nicole Dupre, Caroline Fletcher, Dana George, Lisa Giger, Tina Gladden, Tijuana Harris, Jeff Johns, Shaun Kelley, Paula King, Kristan Land, Sheila Millican, Hayley Murrell, Kelsey Overstreet, Meagan Smith, Tarnisha Smith, Diamond Spiller

I. Call to order/Welcome

- Chair, Holly, officially called to order the meeting of the Administrative Staff Council at 8:34 a.m.

II. Approval of Minutes

- Minutes from our January 2024 meeting were approved by Marilyn Read, seconded by Amber Hays and the membership agreed.

IV. Officer's Reports

- Chair: Holly Ray – Holly reported that there were several listening sessions held last week by the hiring firm for our open positions. The firm will present recommendations to the President and the he will make the decisions. The listening sessions were held to gather input to build the candidate pools. She shared that after the Inauguration, Senator Wicker contacted Dr. Ennis to offer assistance with funding opportunities for DSU. The Summer work schedule is being discussed. Cabinet will vote on this March 18. Fees for 24-25 are being discussed. Our SACS visit is scheduled for April 15-18.
- Chair-Elect: Amber Hays – No Report.
- Executive Secretary/Treasurer: Julie Jackson
 - DSU Fund Balances per Banner (as of 03/04/2024)
Fund 10 - \$0
Projects - \$89.94
Staff Development - \$413.24
 - Foundation Balances
Staff Appreciation \$902.77
Projects \$847.50
Staff Development \$71.87
- Ombudsperson: FaDerricka Harvey – No Report.
- Past Chair: Caroline Fletcher – Absent.

V. Faculty Senate & SGA Reports:

- Faculty Senate: Shaun Kelley – Absent.
- Student Government Association: Haley Rooks – Haley shared that SGA will be hosting Legislative Day in March and plan to take 35 students. The Big Green Event is scheduled for April 13. If anyone knows of projects or groups/individuals that have work they can do, please contact Haley.

VI. Committee Reports:

- Incentives and Recognition: Amber Hays – Amber shared that the Employee of the Month for February was Brenda Dumas from Child Development Center.
- Salaries & Benefits: Heather Miller – No Report.
- Projects: Holly Senter – No Report.

- Staff Development: Nakikke Wallace reported that once our summer schedule has been set, they can proceed with this planning.

VII. Old Business:

VIII. New Business:

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

IX. Announcements:

- Next Meeting – Wednesday, April 3, 2024
- BPAC – Travis Tritt – March 21
- Juried Student Art Exhibit Opening Reception – March 7 from 5-7 p.m. This show runs until April 18.

X. Adjournment: 9:05 a.m.