

Minutes
HSU Staff Senate
October 12, 2012

CALL TO ORDER

The regularly scheduled meeting of the Henderson State University Staff Senate was called to order at 10:00am in the Wilson room by President Dan Mabery.

ROLL CALL

Members Present: Amanda Baker, Yvette Bragg, Bettie Buckley, Anna Eudy, Charlie Fetterhoff, Josie Gordon, Josh Hebig, Ernie Higgs, Penny Kinder, Dan Mabery, Randy McCauley, Beverly Quillin, Dusty Schmid, David Sesser, Drew Smith, Rhonda Thigpen, Sharon West, Deloris Williams

Members Absent: Stephanie Bailey (p), Martha Bryant, Debra Hill, Vickie Jones and Karen Spradlin (p)

Guests: Mike Pennington, proxy for Stephanie Bailey and Angie Bell, proxy for Karen Spradlin

APPROVAL OF MINUTES

The minutes from the previous meeting were distributed. Minutes were approved as amended on motion by Beverly Quillin, seconded by Randy McCauley.

PRESIDENT'S REPORT

Dan Mabery reported that he met with Dr. Glendell Jones and he continues to encourage staff senate to discuss vital campus governmental issues and would like to see the senate take on issues that are valuable to the staff.

Dan also reported that he met with Bobby Jones and that the work in Mooney Hall should be finished within the next week or so. Dan said that he was told that there had been a slight decrease in health care premiums, around 2%, which will help give relief to the budget in some other areas. Dan said that Bobby indicated that we need to start looking at replacing the 25 passenger vans due to poor performance of the current vans used on campus. Dan also reported that the Caddo Cafeteria construction project is on track to be completed mid-May.

Dan reported that during the board meeting they had completed the first review of Board and Executive level expenditures from January to July and that all were approved. Dan said that Dr. Jones reported that enrollment at the university was flat and we were down six total students. Dr. Jones also reported that discussions would be happening soon on repurposing the current Caddo Cafeteria. Dan reported that Bobby Jones said that the summer sessions were down in SSCH but the fall SSCH was slightly above what was budgeted and we are right on track to hit budget marks for the year. Mr. Jones also reported that the lighting project for campus is getting close to completion.

Dan reported that, according to Elaine Kneebone, over 900 people had been trained under the mandatory reporting course. Dan encouraged all members of staff senate to attend the next available training as it would help us as an institution.

STAFF FORUM RECAP

Dan Mabery asked for feedback from the recently held staff forum. Deloris Williams suggested that the president's microphone be turned up because it was hard to hear him at times. Yvette Bragg stated that

the university should continue something along the lines of a forum because it was a great way to pass information along to the staff directly from the president.

COMMITTEE REPORTS

A. HANDBOOK

Drew Smith reported that the committee had met on September 27, 2012 to go back through the outline and began talking about the writing process. He said that they would be utilizing current information such as the web and parts of the old handbook during this process. Drew said that they hope to have something in place by the end of the academic year.

B. STAFF MEMBERSHIP FOR 2012

Dan Mabery reported on behalf of Karen Spradlin. He said that elections would be held during the first week December and preparations are already underway. Dan reported there will be a need for volunteers to work at the voting table during those times.

C. BATTLE OF THE RAVINE OFFICE DECORATING CONTEST

Beverly Quillin reported that the committee had chosen a "Here Kitty, Kitty" theme for this year's contest. Dan Mabery asked that Beverly and Martha Bryant gather some people together to act as judges and set up some general guidelines. Dan asked that these guidelines be sent out to staff right after homecoming so they could prepare to participate in the contest.

D. EOY REVIEW COMMITTEE

Dan Mabery reported that an extension had been given to this committee and a full report would be provided at the next staff senate meeting in November.

ANNOUNCEMENTS

Dan Mabery asked for announcements and there were none at this time.

STAFF CONCERNS

Anna Eudy reported that she had received an email with a concern about the faculty parking lot at the end of the Garrison Center. She reported that students are parking there at night and not moving their vehicles until after 8:00am making it difficult for faculty/staff to park in this designated lot. A suggestion was made that signs be purchased stating that there would be no student parking between the hours of 7:00am and 5:00pm.

Deloris Williams reported that parking is still an issue at Foster hall even after the lines and curbs had been painted yellow. Dan Mabery said that he would address both parking issues with Dr. Shephard.

Dan Mabery reported that he spoke with University police about the parking issue around Caddo Cafeteria. He said that students are allowed to legally park there until 7:30am and that after this time university police will make more rounds in this area.

Dan also reported that he had received an email about moving a bike rack at McBrien Hall. He said that he had addressed this issue with the physical plant and had walked with John Corley over to the area to show the exact location of the issue and where the new rack should be placed. Dan said this was an issue that must have fallen through the cracks over the past few weeks.

Beverly Quillin reported that it was beginning to feel like an alley between East and West halls because of the trash (recycle) bin that had not been dumped for at least 2 weeks. She stated that it was very unsightly and needed to be addressed. Mike Pennington said that he would get the forklift from the physical plant and have the bin emptied and removed from that location.

Dan Mabery requested that staff senate look at what is done for staff that has completed a PHD or EED. He stated that for a faculty member that completes either of these degrees they receive a salary increase but there is nothing in place for staff members that do the same thing. Dan suggested that Staff senate put together a committee to review this policy. He asked that the committee look at both terminal and master's degrees. David Sesser and Ernie Higgs agreed to chair this committee in addition to two or three more volunteers. Dan asked that the committee first explore what is done for faculty on Henderson's campus.

Randy McCauley stated that as more electric and hybrid vehicles are sold in the area, that there is no availability for charging stations on campus. Dan said that he would address this parking issue with Dr. Shephard and as a financial issue with Bobby Jones.

ADJOURNMENT

On motion by Ernie Higgs, seconded by Beverly Quillin the meeting was adjourned. The next scheduled meeting of Staff Senate will be held November 14, 2012.