



STAFF SENATE COMMITTEE

MINUTES

APRIL 12, 2010

1:30 PM

ADMINISTRATIVE CONFERENCE ROOM
LIBRARY #622

CHAIR	Susan Duggins
ATTENDEES	Susan Duggins, Lillian Brown, Chris Ringo, Allison Bryant, Tasha Fisher, Pamela Saulsberry, and Cori Scroggins. <u>Guests:</u> Richard Peacock and Paul Gullette from the Computing Center
ABSENT	Dave Nicklas, Lindsey Wilkerson and Camile Currier.

Agenda topics

DISCUSSION	<p>A meeting of the Staff Senate was held on April 12, 2010 in the Administrative Conference Room – Library #622, and called to order at 1:35 pm by Susan Duggins, chair.</p> <p>Duggins introduced guests Richard Peacock and Paul Gullette from the ULM Computing Center who gave a demonstration of the election’s link on the Staff Senate website. The elections link is scheduled to go live on Tuesday and will be open until end of the day on Wednesday. When logged on, the voter will only see the webpage for the area they are assigned and will only be allowed to vote for the number of candidates specified for their specific area. Results will be announced on Thursday – April 15.</p> <p>Minutes of the previous meeting held March 8, 2010 were reviewed by the committee and approved.</p>
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DISCUSSION	<p>Old Business: Duggins reminded the committee that our next regular meeting will be on May 10 and it will be a combined meeting with the new Staff Senate members. Some discussion was held regarding the need to change the meeting time to accommodate the majority of the new members. Duggins will check on availability of the Administrative Conference Room for other possible dates and times.</p> <p>President’s Report: Duggins reported that Dave Nicklas had planned to be at our meeting to present a budget update, but due to some car trouble, he will not be able to make it in time to meet with us today. The group agreed to call a special meeting on Monday, April 19 at 1:30 pm for Mr. Nicklas to give the Budget update. The Staff Senate will vote on a budget resolution based on information presented.</p> <p>Duggins will send everyone via e-mail the latest revised copy of our Constitution and By-Laws for review. We will plan to vote on these at the special meeting.</p> <p>Committee Reports: Staff Handbook – Chris reported that the committee has assigned various chapters to committee members for review and will be putting together a rough draft soon.</p> <p>Elections Committee – Lindsey will activate the elections link on Tuesday, April 11. Elections will close at 5:00 pm on Wednesday, April 12 and results will be announced on Thursday, April 13.</p> <p>New Business: The meeting agenda was discussed for the May 10 meeting with the new Senate members. The agenda will consist of some formal introductions, goal setting and guidelines, year-in-review, formulation of a contact list including phone and e-mail, etc.</p> <p>Duggins distributed comments and suggested verbiage regarding the smoking and tobacco use policy. The group was instructed to do some research on how this is addressed at other universities in Louisiana or elsewhere. We will continue discussions at the May 10 meeting.</p>
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Special Called Meeting – April 19 @ 1:30 pm; Next regular meeting - May 10 @ 1:30 PM, Admin. Conf. Rm. – Library #622.

CONCLUSIONS	There being no further business the meeting was adjourned at 2:45 pm.	
Items to review for next meeting:	PERSON RESPONSIBLE	DEADLINE
Research No Smoking Policy on other university campuses.	Committee	May 10, 2010

