



# STAFF SENATE MINUTES

MINUTES

AUGUST 13, 2014 9:30 AM

UNIVERSITY LIBRARY, ROOM 622

<b>ATTENDEES</b>	Kelli Cole, Kristi Davis, Michael Davis, Richard Duran, Shelley Johnston, Kyle O’Neal, Lindsey Wilkerson, Jarrod Breithaupt, Cyndy Robertson, Russell Hollis, Jason Dunavant, Whitney Sutherland
<b>ABSENT (EXCUSED)</b>	Seth Hall
<b>ABSENT</b>	Amy Estes, Patricia Pate, Meghan Mazza

Agenda topics

<b>CALL TO ORDER</b>	A regular meeting of the Staff Senate was held on Aug 13, 2014 in the University Library Room 622 and called to order at 9:30 am by Michael Davis, Staff Senate President. A quorum was present.
<b>MINUTES</b>	Minutes of the previous meeting held May 14, 2014 were reviewed by the committee, with no changes were proposed. Kristi Davis moved to approve the minutes; seconded by Cyndy Robertson. Motion passed with addition of new members.
<b>DISCUSSIONS</b>	<p><b>Special Guest:</b>          Dr. Nick Bruno- Welcomed staff senate to a new year. He is entering the year with different feel, with his 4<sup>th</sup> state of university on Friday. Among the executive staff he feels they have all the data of what is going on with the university, shared information they can with constituents. Last few years have been difficult on everyone. Very optimistic going into year, no consistent message out of Baton Rouge yet. WISE fund started off promising but now they are figuring out where it is going. Initially ULM was projected to get 1.4 million of the 40 million. We were given 1.2 million last year but it was one time so it will not in this year’s budget. The WISE fund may not make up the difference based off last year. We are not sure if it will be based off completers or population size. We do not know when the money will come but we do know that we are guaranteed 1 million to go to pharmacy. WISE fund has 3 categories, some money given to capital outlay, part 2 is grant funds (certain parishes), 14 million is from state recurring funds. Next year 26 million will need to be found to keep 40 million fund total.          Tuition is estimated to be 3.5-4 million more this year. We will be spending about 1.3 million in retirement and insurance cost. Enrollment services have been making calls to get everyone paid and set for classes. We dropped 500 last week, but were able to get 200 are reregistered. If everything stays the same, 2-2.5 million may be used this year for universities greatest needs. Utilities this year will be approximately 500k more, physical plant will also be 700k more. eULM is not in the budget because they will be structured as an</p>

auxiliary. eULM will be hiring for all departments to focus strictly on online students. It is a new realm for the university. eULM starts in January and is projected to start off with approx. 1,500 students which will generate about 1.5-2 million of revenue. We are hopeful to increase to 2,000 students. EULM is the future for revenue potential at ULM. 70% of operational money now comes from tuition; we are now “student employees”. This is why the retention initiative is very important, as we bring in approximately \$7k per student. If we move up retention up 5% (70 students) and move them all the way to seniors it will mean \$2 million more a year. All this will begin to help rebuild our structure and lead to dealing with some of the issues on campus. Retention needs to be everyone’s ball game because it will make a huge impact to the university. We are drilling down to the penny business of higher education as every penny collected will be put back into the university. Staff senate will be significantly engaged as we need to “dehassle” some of the things we are doing. With the turnover and reductions, we need to become more efficient in our operations. Every student that leaves impacts each staff member because it makes staff do more with less. Staff senate needs to be active in relaying what is needed for improvements. Financial challenges are not because of the students. We have about \$9 million less than when Dr. Cofer left. We are still making progress and earning accolades to showcase our efforts. We need to engage all of our students! Say hello and smile to our students, this is the way we need to be and push the envelope a little more. We need to understand our students to make their experiences more enjoyable.

#### Questions-

1. Senator Johnston- Students being run around, we need people to call one another and communicate so we can get the right answer for students.

Dr. Bruno- Reality is giving the answer if you have it, if not then confirm it. Not sure how to teach this to our staff and faculty. We need to overcome this in order to better serve. Just like other things we are doing, we need to be better at treating our students. PREP leaves a good feeling, when they get on campus we need to keep the spirit and good feeling going.

2. Senator Hollis- Reinforcing our great campus we maybe need to tune up our culture for our students. We need to be student-centered to get all the students involved. We need to intensify our offerings.

Bruno- We need to refine what we are doing. Rough past 5 years, which caused many people to fold their tents. They personalized the bad times and stopped doing the extra. Some employees have become unhappy and have slowly doing less, while placing extra burden on others. Not opposed to pay or working conditions, but is opposed to people getting mad because they are not being paid more. We know what they job pays when they take it.

3. Senator Robertson- Was student in Houston student example having trouble studying or fitting in.? (Dr. Bruno met a student in Houston and complained about not being involved, but she was not taking initiatives)

Dr. Bruno- No, she said things were going well. Reality is we are too hard on ourselves; we need to start looking at the positives. Cannot put finger on what was causing the student’s issues.

Dr. Bruno- The Bayou separates us from other universities. It also separates the campus from athletics and the other side of the bayou. Faculty/staff not sure who athletics staff members are.

Senator Cole- Thinks faculty/staff need to interact more.

Senator Johnston- No one knows what everyone looks like.

Dr. Bruno- We need to turn on the picture capability on staff search function on website.

Senator Breithaupt- Athletics has big brother/big sister program, it's like an extension of PREP. We may be able to do this school wide with PREP leaders. We need to be actively involved with students in new programs.

Dr. Bruno- Good points; if a student is engaged in first six weeks then we will keep them. Need to make it easier for students to connect. Amazing what students will tell you once we engage them.

Senator Johnston- Expensive to be in some groups on campus (ie. Sororities/fraternities).

Dr. Bruno- There are some groups that do not cost much and are very active. Suggestions are needed and wanted. The students that are sitting alone are the ones we are going to lose, but all it takes is one person to make a difference.

4. Senator Wilkerson- At some point will we have possible pay increases. If it does happen, how will they be applied?

Dr. Bruno- Lots of discussion about pay adjustments, money in this year's budget for it. Not everyone has evaluations. If it happens this year, we are leaning toward an amount. What are the expectations that our staff needs to be aware of? We will see as staff senate needs to look at it from our side. He wants to help from the bottom up to give everyone a decent wage. It will work itself out in the coming weeks, but knows not everyone will be happy. More so that next year he want to do something based off merits.

#### **Staff Senate President's Report:**

##### **Unfinished Business:**

- Approval of minutes
- Constitution and Bylaw Amendments
  - Senator O'Neal- few changes added. 1-Past president moved to executive council 2-Added athletics under the president's office because of the organizational shift. 3- Added language on officers because there was previously no language. Past president will now be at-large (non-voting) position after its one year term. He will submit final copy with changes and plan to vote in September.

##### **New Business:**

- Parliamentary Appointment- Senator Johnston will continue to do this.
- Meeting Dates for Fall 2014 – Spring 2015 will be every second Wednesday of the month at 9am. The table agreed with this and passed unanimously. Staff Senate (SS) President will check for possible holiday conflicts.
- Vacant seat under the SS President (Christi Bailey – Retired)- SS President proposes not to fill the seat because the amendments will now provide enough seats because of the campus structure reorganization. Table is good with this and a no vote is to be taken. Table approves this unanimously.
- SS President notified table that each committee needs to declare a chair:  
Committee Assignments-
- **Communications:**
  - Shelley Johnston
  - Michael Davis
  - Lindsey Wilkerson
  - Amy Estes appointed to communications by SS president.

	<ul style="list-style-type: none"> <li>- <b>Constitution and Bylaws:</b> <ul style="list-style-type: none"> <li>-Kyle O’Neal, Chair</li> <li>-Jason Dunavant</li> <li>-Patricia Pate</li> <li>-Cyndy Robertson</li> </ul> </li> <li>- <b>Elections:</b> <ul style="list-style-type: none"> <li>-Kelli Cole ***Chair</li> <li>-Kristi Davis</li> <li>-Seth Hall</li> <li>-Meghan Mazza appointed to communications by SS president.</li> </ul> </li> <li>- <b>Staff Welfare:</b> <ul style="list-style-type: none"> <li>-Richard Duran</li> <li>-Russell Hollis</li> <li>-Whitney Sutherland</li> <li>-Jarrod added to staff welfare</li> </ul> </li> <li>- <b>Unassigned Senate Members:</b> <ul style="list-style-type: none"> <li>All are now assigned.</li> </ul> </li> </ul> <p><b>Staff Senate Initiatives:</b>  We need to compile a list of things that will help retain students.</p> <ul style="list-style-type: none"> <li>- Unclassified Staff Evaluation System: <ul style="list-style-type: none"> <li>-Table agrees and it must come from this group. We will need to work with Human Resources on this. Dr. Bruno will be supportive of this. Communications and staff welfare will work on this together and have it completed by the first of the year.</li> <li>Senator Cole- Academic affairs currently has this. Some type of evaluations will work differently for the different department and positions.</li> <li>Table- We need a document that will work for everyone. These will be for classified/non-faculty.</li> <li>SS President- It needs to be as objective as possible.</li> </ul> </li> <li>- Annual Fund Campaign <ul style="list-style-type: none"> <li>-SS President- How do we support and promote this? Good idea to write a resolution to give to the annual campaign this year. That way we can ask the campus to do the same. Coming up in either September or October.</li> <li>*A Staff Senate Resolution needs to be completed.</li> </ul> </li> <li>- Voter Registration Drive <ul style="list-style-type: none"> <li>-SS President- no comment, just an idea. Not sure what yet.</li> </ul> </li> <li>- Customer Service, Customer Service, Customer Service!!! <ul style="list-style-type: none"> <li>-SS President- no comment, just an idea.</li> </ul> </li> </ul> <p><b>Adjournment:</b></p>
<b>Next Regular Meeting –</b>	
<b>CONCLUSIONS</b>	With there being no further business Senator Johnston made a motion to adjourn; Senator Breithaupt seconded. Motion passed and the meeting adjourned at 11:07 a.m.