



# STAFF SENATE COMMITTEE

## MINUTES

MAY 17, 2011

1:30 PM

UNIVERSITY LIBRARY, ROOM 622

**(approved as amended)**

<b>ATTENDEES</b>	Members: Katrina Branson, Tresea Buckhaults, Kirby Campbell, Camile Currier, Larry Estess, Tasha Fisher, Cindy Leath, Gail Parker, Roslynn Pogue, Heather Raley, Chris Ringo, Mary Schmeer, Bryan Thorn, Lindsey Wilkerson  Liaison: Lillian Brown
<b>ABSENT (EXCUSED)</b>	Brandon Bruscato, Catherine Estis, Stacy Lamb, Anthony Malta, Cori Scroggins, Robin Taylor

## Agenda Topics

<b>CALL TO ORDER</b>	A regular meeting of the Staff Senate was held on May 17, 2011 in the University Library Room 622 and called to order at 1:30 pm by Chris Ringo, President. A quorum was present.
<b>MINUTES</b>	Minutes of the previous meeting held April 12, 2011 were reviewed by the committee. Changes were proposed. Amendments were noted. Gail Parker moved to approve the minutes as amended; None opposed. Motion passed.
<b>DISCUSSION</b>	<p><b><u>President's Report:</u></b> Chris Ringo welcomed new members, Tresea Buckhaults and Larry Estess from Business Affairs, and Heather Raley from Recreational Services.</p> <p><b><u>Committee Reports:</u></b></p> <p><b>Elections:</b> There were approximately 36 who voted in the election, out of approximately 55 eligible to vote.</p> <p><b>New Business:</b></p> <p>Elections for Staff Senate officers were held. Nominations received were Lindsey Wilkerson, President-Elect; Katrina Branson, Secretary; and Roslynn Pogue, <del>Secretary</del> <b>Parliamentarian</b>. Each nominee received an affirmative vote for office from the Staff Senate. None opposed and no one abstained. Anthony Malta and Brandon Bruscato submitted proxy votes in absentia.</p> <p>Pamela Saulsberry elected to not return to the Staff Senate, after serving two years as a founding member. Saulsberry is not represented by the Faculty Senate because she is a department head. Kelli Cole from Assessment and Evaluation was interested in running for the Staff Senate. Cole was one of similar cases where employees were not placed in either category for the faculty or staff senate. Cole's position on the Staff Senate would be in the Academic Affairs division, having faculty rank.</p> <p>Chris Ringo will appoint Kelli Cole to fill the open position vacated by Pamela Saulsberry. Cole's term <b>will be from the fall 2011 through the spring 2014.</b></p> <p>Camile Currier's term as a founding member will end this year. Currier is required to sit out one year before <b>being eligible to run again.</b></p> <p>Lindsey Wilkerson suggested as part of the Communications committee there be a meeting, gathering, or reception for the Staff Senate, with the ULM Foundation a possible funding mechanism for the event. The Faculty and Staff Welcome Back luncheon in the fall, the week prior to University Week, would be ideal.</p> <p>Chris Ringo will talk with Donna Rhorer, Faculty Senate president, to discuss shared governance with the Staff Senate.</p>

DISCUSSION	<p><i>Minutes of May 17, 2011 (Continued)</i></p> <p><b>Unfinished Business:</b></p> <p>Chris Ringo mentioned Institution Review Board (IRB) guidelines required to conduct the Staff Senate survey. Ringo received an email from Dr. Stephen Richters, Provost, indicating there was no need for IRB approval for the staff senate survey. Laura Knotts mentioned Dr. Eric Pani, Associate Provost, is a member of the IRB and the IRB insisted those who conducted the cell phone usage survey on campus gain prior approval from IRB. Ringo said he would look into the issue further.</p> <p>Laura Knotts said there were a few questions on the staff survey which could be worded better, as she was uncertain how to answer. Knotts suggested some of the questions be tweaked for better clarity.</p> <p>Lindsey Wilkerson mentioned the IRB online training process and the IRB meeting only once a month when requests are considered. There could possibly be a timing issue as to when the staff survey will be distributed, depending on IRB approval.</p> <p>Laura Knotts inquired about whether the new Student Government Association members have stated an opinion or taken a position on the proposed No Smoking Policy, or if there was any further discussion. Ringo will follow-up; uncertain where the issue stands. Enforcement will be up to University Police for students and supervisors for employees.</p>		
Next regular meeting – TBD			
CONCLUSIONS	There being no further business, Cindy Leath moved to adjourn. Laura Knotts seconded. Meeting was adjourned at 2:18 p.m.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
N/A			