

## **Staff Senate**

Held on: December 9, 2003, 10:02  
Held at: 8th floor John Gray Library

### Lamar University Staff Senate December 9, 2003

#### Senators present:

Kay Adamson Jana Daigle Diana Licatino Bill Skinner Valerie Black Connie DeSha Royce McGuire  
Chad Smith Sandra Brooks Cathy Dunaven Dawna Mitchell Wendy Smith Gail Cokely Tina  
Johnson Gene Moye Margerie Weston Sal Costa Shannon Klutts Diann Palmer Tina Wright  
Dennis Crow Wendi LeBlanc Sandra Robbins

#### I. Call to Order

The meeting was called to order at 10:05 a.m. by President Jana Daigle.

#### II. Roll call

The roll was called by Diana Licatino. There were 23 Senators present and a quorum was seated.

#### III. Minutes

Cathy Dunaven made a motion to accept the November 11, 2003 meeting minutes as written and the motion was seconded by Valerie Black. The Senate accepted the minutes unanimously without changes. Diana Licatino will post the minutes to the Staff Senate website.

#### IV. Committee Reports

Executive Committee – Jana Daigle – Several things were discussed with Dr. Simmons and Mr. Ferguson.

⌘ T-shirts for Walk-America participants have been requested to be donated. Dr. Simmons stated as long as the money did not go through a Lamar University account it would be OK and he would work on it. Tina Wright is getting bids and will get back with us.

⌘ Staff appreciation dinner- Mark Asteris will be in contact with Jana Daigle for assistance getting door prizes. Jana Daigle has asked for 10 volunteers to help in whatever way needed to get prizes and the senate unanimously agreed to help.

⌘ Physical Plant email-Dr. Simmons told Mr. Ferguson to get with Gerald McCaig and Cliff Woodruff and sit down and resolve this matter.

⌘ Health Center-The health center is funded by student fees and is not cost effective to be used by faculty and staff. The Health Center sees an average of 75-100 students a day, faculty or staff would have to wait behind these people in order to be seen and it would be considered out of network for your insurance. Therefore cost wise for both the University and the employee it is cheaper to go elsewhere for medical services.

\*\* AS in the past if there is an emergency the health center staff will help get faculty and staff the medical attention needed.

⌘ Merit Pay-Mr. Ferguson submitted a proposal on the merit pay plan to be reviewed by the issues committee for days off in lieu of pay.

⌘ Pay raise-The pay raise which appears on the December 2003 paycheck shows your BRP as part of your salary. Your BRP has always been a part of your salary; it is the States portion of your social security if you were employed before 1995. It was broken down in the past as it was in the budget this has been changed and will now appear as part of your salary.

⌘ Bonus-The \$2.00 per semester hour was initially presented as a “bonus” by the Cottle Administration. This was a misrepresentation that has been clarified by Dr. Simmons. The events that happened were as such: In December of that year employees received a “bonus” on their pay checks. The TSU system stepped in and informed the administration that bonus’ were not a part of their process. The Lamar administration then on the books had to resend the bonus and then add the amount back into all employees’ pay as a “pay raise.” Student Government has continued to vote % increases in tuition to aid in the increase of faculty and staff pays increases. The money collected from these increases is what is used to increase salaries when the state legislature does not give pay raises.

⌘ Signs-Jana Daigle stated that the new signs really looked nice around campus and that the parking lot signs were brown and white to match the buildings and street signs are appearing with “Cardinal Country” on them.

#### Community Service –

⌘ Helped with Cardinal Lights and it turned out great. Dessert Gala was fun and interesting. Jana Daigle read letters of thanks and praise for the Staff Senate for helping with this event from Dr. Brentlinger, Linda Dugger and Camille Mouton. Camille also thanked us for our participation with Red, White and You.

⌘ Participated in Red, White and You by asking basketball trivia questions and giving out t-shirts to winners.

#### Nomination Committee

⌘ Dawna Mitchell will get with Diana Licatino to notify people who have missed 4 or more meetings. Dawna will then get with the nomination committee to see if recruiting needs to begin. Staff Senate needs active members involved so that it has the people needed to stay active.

#### V. Unfinished Business

March of Dimes Kickoff is January 7 at the Holidome. The goal for Lamar is \$7000.00 + for this year and we feel if we have over 10,000 student and ????? faculty and staff we should be able to reach this goal.

#### VI. New Business

⌘ Campus Security – All students are required to have an ID on them during the times they are on the campus. Faculty and staff should also carry their ID with them. While you do have the right to ask a student to show you their ID, any suspicious activity should be reported to the University police immediately. Dennis Crow, University Police Officer, reported that there is a lot of petty theft going on and everyone should lock up their personal belongings or put them in a drawer. Don’t leave them in plain view on the floor by your desk. Also if you are working late (after dark) that the police department continues their policy of providing an escort to your car. You may have to wait a few

minutes for them to become available, but your life is worth those few minutes so take them.

⌘ Cathy Dunaven asked what was done with the survey that was sent to us by email. Jana Daigle said if we have any questions we should contact Don Price. He should be able to provide information as to what is done with the data.

## VII. Good of the Order

⌘ Jana Daigle reported that the 3rd Tuesday Alumni Happy Hour on Crocket Street is for everyone and that it is very nice. It is a good way to get to see the old timers and new graduates.

⌘ Orvelle Brown had quintuple bypass surgery and is doing great.

⌘ Steve Ford's son has leukemia but they don't know if it is the slow or fast kind. They are waiting on a referral to go to Houston.

⌘ Karen Wells – there will be a raffle for crystal in honor of Karen's retirement at the end of January. Karen will be pushing for money in her honor and we are encouraging everyone to participate, so get your money ready.

⌘ Spring 2004 Phone room is coming up in January. The IT department is recruiting student and staff volunteers to assist in answering these phone lines. The dates are January 8, 9, 12, & 13 and you may call 880-1846 to sign up.

⌘ Renee Baxley is doing very well and will be returning to work soon.

⌘ Question was raised about a seminar to deal with difficult people and Jana Daigle suggested the person contact Human Resources to find out if they are continuing to provide such a seminar. When it would be held and where.

⌘ Valerie Black thanked the people who delivered her award for adopting a building. She said it made her feel very special to receive a certificate and a candy bar with her name on it.

## VIII. Adjournment

Tina Wright made a motion for adjournment, Dawna Mitchell accepted the motion and it was seconded by Gail Cokely. Meeting was adjourned at 10:50 a.m.