

## **Staff Senate**

Held on: February 8, 2005, 10:00  
Held at: John Gray Library

Lamar University Staff Senate  
February 8, 2005

Senators present:

Jana Daigle Cathy Dunaven Helen Lack Sandra Robbins Dawna Mitchell Sherri Fitzgerald Brandi Lamell Kathy Russell Diana Licatino Steve Ford Jeremy Landry Sharon Sanders Julie Alford Lena Francis Wendi LeBlanc Dave Stafford Donna Blaisdell Mike Fuller Royce McGuire Helene Thill Ben Bythewood Mary Givan Frances Morriss Sandra Tucker Gail Davis Charlotte Holliman Gene Moye Kevin Whalen Connie DeSha Shannon Klutts Diann Palmer

### **I. Call to Order**

The meeting was called to order at 10:00 a.m. by President Jana Daigle.

### **II. Roll call**

The roll was checked by Secretary, Diana Licatino. There were 31 senators present at roll call. There was a quorum seated.

### **III. Minutes**

December minutes were motioned to be approved by Royce McGuire, seconded by Sherri Fitzgerald and approved unanimously.

January minutes were motioned to be approved by Donna Blaisdell, seconded by Jeremy Landry and approved unanimously.

### **IV. Committee Reports**

Executive Committee: The Staff Senate Executive Board meeting for January took place February 3, 2005 at 10:00am and the following items were discussed:

- Evaluations – These are due in August if each year. Mr. Ferguson will combine efforts with the Human Resources Office to stay on top of supervisors this year to assure every staff member gets an evaluation. We can not go back in the past, we can only look towards the future. For those staff members that did not receive an evaluation last year, Mr. Ferguson is urging the supervisors to do it now and let it count for both years If you have any concerns please address them with Mr. Ferguson directly.
- Insurance issues were discussed with Mr. Ferguson based on the information coming from the legislature. Nothing concrete can be said until after the legislature has completed.
- Awards – Mr. Ferguson is getting a concrete date that we may make a presentation to the Execs on using a new company for our staff awards. With new and added changes.

Staff Awards Committee: Donna Blaisdell and some of the Staff Awards Committee met with vendor, C.A. Short, and made proposals, she will be bringing vendor to make proposal to Executives. Mr. Ferguson would like to see a proposal for an exclusive watch for retirees ONLY.

Nominations Committee: The Nominations Committee met and proposed a revision to the number of senators for each area. The proposal was presented to the Issues committee.

Community Service:

→ We need help for Open House with the popcorn & lemonade booth in the Wimberly Building. Shannon Klutts is looking for 2 new parents for the Adopt-A-Building campaign.

A collection for the Tsunami victims will not take place due to the legal issues with the contract Lamar would have to sign with the Red Cross.

→ The Lamar student organization group CARE has requested assistance in collecting needed items to take care of the animals living on campus. We have requested that March 2005 be considered as animal month on campus. We have requested to collect \$ to donate to the organization by selling paws or Cardinal claws on campus (like the hearts for Heart research at Walgreens or Shamrocks in gas stations)

→ March of Dimes presented a plaque to Lamar University for being one of the top teams last year. This year's walk will be held on Crockett Street, April 23, 2005. We do not have to use Chartwells for this event. It was discussed that we use the vendor provided by the March of Dimes and add \$1.00 to the price of their ticket so that we would have more money in our donations. Last year's ticket cost was \$2.00 per meal.

Issues Committee: The issues committee met before our senate meeting to discuss the proposal made by the Nominations committee. The proposal to revise the number of senators from 1 for every 10 to 1 for every 15 was presented and motioned by Amanda Doiron and seconded by Sherri Fitzgerald, it was unanimously approved.

A motion to add the Treasurer position to the Staff Senate Executive Committee and an Audit Committee was made by Shannon Klutts and seconded by Helen Lack, it was unanimously approved.

A motion to have the Treasurer and the Secretary positions on a 2 year rotating basis was made by Royce McGuire. Sherri Fitzgerald made a motion that in order for the position be rotating the Treasurer begin a 2 year term in Fall 2005 and the Secretary begin a 1 year term 2005. The Secretary would begin their 2 year term in Fall of 2006 allowing the rotation to continue. Mary Givan seconded both motions as a combined motion. The motion was approved with one opposed.

A motion was made to have the Vice President automatically become the President. After discussions on the issues Gail Davis made the motion to accept. The motion was denied, 1 in favor, 28 opposed and 2 abstained.

ByLaws Committee: The committee will meet to work on the changes needed to the ByLaws.

V. Unfinished Business

None

## VI. New Business

There was a suggestion that all restrooms have changing stations in them as we have a lot of students that have a need to change their children on campus. Dawna Mitchell volunteered to look into it.

Mike Fuller brought up the issue of Digital Signatures. This is not an issue for the Staff Senate. The use of digital signatures would need to be decided on through the Academic and Administrative Computing Committees.

## VII. Good of the Order

→ Melissa Cessac from recruitment came to speak about Open House, formerly Springfest. She announced that the opening session would take place on February 26 at 9:00am in the Montagne Center with students and parents dispersing around campus after that. Help is needed with setting up in the various buildings. The Staff Senate will help with the popcorn & lemonade booth in the Wimberly Building.

→ Juan Zabala from the Alumni Association spoke about this years Red, White & You campaign. He asked that everyone help get signs out the week of February 21-26.

→ Staff Appreciation lunch will be on April 15, 2005 and Mark Asteris is getting a menu together. Jana Daigle needs help with donations, both in the solicitation and the delivery of the donations. If you can assist in either area please get with Jana Daigle

## VIII. Adjournment

Meeting was adjourned at 11:20 am.

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OPEN MEETING

LAMAR UNIVERSITY  
STAFF SENATE MEETING

March 8, 2005

10:00 A.M.

GRAY LIBRARY – 8TH FLOOR

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES FROM FEBRUARY MEETING

IV. COMMITTEE REPORTS

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

VII. GOOD OF THE ORDER

VIII. ADJOURNMENT