

## **Staff Senate**

Held on: January 14, 2003, 10:00 a.m.  
Held at: 8th Floor of the John & Mary Gray Library

### **Senators present:**

Kay Adamson, Julie Alford, Renee Baxley, Valerie Black, Vonda Browning, Gail Cokely, Sal Costa, Gail Davis, Sherri Fitzgerald, Tom Griffin, Eddie Henley, Tina Johnson, Diana Licatino, Brenda Oliver, Diann Palmer, Elton Payne, Cindy Rhoden, Chad Smith, Wendy Smith, Dave Stafford, Karen Wells, Tina Wright, Phyllis York.

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

The meeting was called to order at 10:00 a.m. by President Eddie Henley.

### **II.Roll Call**

The roll was called by Tina Johnson. There were 23 members present. A quorum was seated.

### **III.Minutes**

Cindy Rhoden made a motion to make changes to the minutes regarding awards selection. The statement will read as follows: The awards catalogs can be viewed for 3 months. Karen Wells seconded. The Senate approved change to the January 14, 2003 minutes unanimously. Tina Johnson will make the needed change and post the minutes to the Staff Senate website.

### **IV.Committee Reports**

**Staff Compensation & Budget:** Vonda Browning reported information learned from January 6, 2003 and January 13, 2003 budget meetings. The committee is currently comparing how Lamar's salaries rate against other universities within the Texas State University System. Job descriptions and titles will be looked at closely.

**Staff Senate Executive Board (Dr. Simmons):** Eddie Henley discussed information learned from the December 12, 2002 meeting. Wendy Smith submitted the 1st draft of the Merit Pay Plan. There was a suggestion to have supervisors' complete one evaluation form by combining merit and yearly evaluations if the Merit Pay Plan is approved. Dr. Simmons and Mr. Ferguson will review the 1st draft of the Merit Pay Plan.

Eddie Henley would like the senate to think of ways to improve attendance to monthly meetings.

**Open discussions by Senate:** Senators could send a representative from their office to sit in on meetings and take notes. The Senate could change the number of years needed from 3 years to 1 year. The Staff Senate Executive Board will discuss these issues at the next scheduled meeting.

**Staff Awards:** Cindy Rhoden, gave all senators copies of the Staff Recognition and Retirement Awards Policy and Procedure proposal. The traditional pin choice was discussed. The Staff Senate Executive Board will discuss the pin option with Dr. Simmons.

Cindy Rhoden made a motion to accept the Staff Recognition and Retirement Awards Policy and

Procedure Proposal and Vonda Browning seconded. The Senate accepted the Staff Recognition and Retirement Awards Policy and Procedure Proposal unanimously. A copy will be given to Dr. Simmons on February 6, 2003.

Community Service: Diann Palmer reminded everyone of the March of Dimes kick-off, which will be held on January 28, 2003 from 6:00 p.m. to 8:00 p.m. at the Holiday Inn on 11th Street. If you plan to attend, please call Tina Wright.

Bylaws Committee: Sherri Fitzgerald discussed issues regarding the Parliamentary advisor. The committee would like one parliamentary advisor to attend all meetings, but this is almost impossible for one person. Currently, the Staff Senate Executive Board serves as board contacts for all subcommittees. The Bylaws Committee will meet to discuss a possible proposal for the Parliamentary position.

Open discussion: The Parliamentary advisor could become an elected position beginning next term 2003-2004. The Nominating Committee would add the Parliamentary position to the ballot along with the call for new officers.

#### V.Unfinished Business

Merit Pay Plan

Staff Awards-Traditional pins

Staff Recognition and Retirement Awards Policy and Procedure Proposal

Parliamentarian Advisor

#### VI.Good of the Order

Tina Wright wanted to know if it was okay for other employees to read her minutes.

Eddie Henley stated that Staff Senate monthly meeting are open and it is okay for other employees to read our meeting minutes. Eddie explained that Good of the Order was established for non- staff senate members to voice their opinions and concerns.

Some Staff Senate members expressed concern about not being able to retrieve their email messages or Mirabeau messages. The Staff Senate Executive Board will discuss this issue with Dr. Simmons.

Karen Wells stated that this year the Staff Senate will have been in existence for 10 years (1993-2003).

#### VII.Adjournment

The meeting was adjourned at 10:55 a.m.