

# Lamar University Staff Advisory Council

## June 11, 2013

### **Council Members Present:**

Diann Brodnax	Amanda Doiron	Rachel Juneau
Lisa Roach	Sherri Fitzgerald	Julie Walker
Sharlene Hatch	Stacie Granger	
Evie Clifton	Kathleen Hawsey	
Guy Crossley	Dimples Jones	
Don Curl	Frances Simpson	

#### I. Call to Order

President, Diann Brodnax, called the meeting to order at 10:06 am.

#### II. Roll Call

Secretary, Sharlene Hatch called roll. A quorum was not seated.

#### III. Minutes

A quorum was not seated to accept the May 2013 minutes.

#### IV. Committee Reports

##### **Executive Committee:**

None

##### **Bylaws Committee:**

None

##### **Community Service Committee:**

- ❖ Sharlene Hatch, Chair, announced there are several March of Dimes t-shirts available from the first order if anyone is interested. Also the details are still being researched for World's Finest Chocolate fundraiser.

##### **Compensation and Budget:**

None

##### **Issues Committee:**

None

##### **Nominations Committee:**

None

## **Staff Awards Committee:**

None

### **V. Unfinished Business**

None

### **VI. New Business**

- ❖ Sharlene Hatch, Secretary and COMPASS team member facilitated the COMPASS brainstorming session. The sub-committee list was announced and council members began their small group discussions. Each sub-committee selected a spokesperson to present a brief report to conclude the brainstorming session.
  - Training – Rachel Juneau, council member and COMPASS team member reported the team discussed researching webinars and other professional development offerings from other universities. The team also discussed meeting with key departments such as Travel and Finance to gather information on general processes.
  - Communication - Kathleen Hawsey, council member reported the team has completed the nomination form for the staff spotlight section of the newsletter and the Staff Advisory page on the ORGSync Portal has been created. To join the ORGSync, please contact Kathleen Hawsey. The team also discussed they will also begin to collaborate with the Recognition committee.
  - Outreach – Amanda Doiron, council member reported the team discussed that their projects will be dependent upon the other committees. To increase the number of HR training offerings, webinars targeting the customer service needs for Lamar University and video presentations would be utilized. Creation of brochures for new hires was also discussed to include summaries of the departments and locations on campus. Scheduling several social events during each semester such as mixers were also discussed.
  - Recognition – Diann Brodnax, President and COMPASS team member reported the team discussed by offering incentives throughout the year would promote the initiative. Also publicizing this information through the newsletter and website would be important.

### **VII. Good of the Order**

- ❖ Lisa Roach, Treasurer, announced football tickets are on sale as of June 1<sup>st</sup>. She also announced there is new furniture in the Setzer Center for the students.
- ❖ Diann Brodnax, President, announced the Customer Service Survey is currently on hold for a request from an approving department for more clarification.

### **VIII. Adjournment**

Motion was made by Amanda Dorian to adjourn, Sherri Fitzgerald seconded, and all were in favor. The meeting was adjourned at 10:45 a.m.

**OPEN MEETING**

**LAMAR UNIVERSITY  
STAFF ADVISORY COUNCIL MEETING**

**July 9, 2013**

**10:00 A.M.**

**Gray Library, Room 702**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF MINUTES**
- IV. COMMITTEE REPORTS**
- V. UNFINISHED BUSINESS**
- VI. NEW BUSINESS**
- VII. GOOD OF THE ORDER**
- VIII. ADJOURNMENT**