

## **Staff Senate**

Held on: March 12, 2002, 10:00 AM  
Held at: 8th Floor Mary & John Gray Library

Senators present:

Becky Beresford, Tina Johnson, Cindy Rhoden, Valerie Black, Diana Licatino, Wendy Smith, Dennis Crow, Viola Lornette, Dave Stafford, Jana Daigle, Dawna Mitchell, Melissa Thomas, Gail Davis, Frances Morris, Karen Wells, Sherri Fitzgerald, Gene Moye, Tina Wright, Tom Griffin, Brenda Oliver, Eddie Henley, Kathy Pierce

### **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. A quorum was seated.

### **III. Minutes**

Eddie Henley made a motion to accept February's meeting minutes. The motion was approved by the senate without changes.

### **IV. Committee Reports**

Wendy Smith discussed the Merit Pay Plan survey that is being distributed to all staff. Staff should return the surveys to the P.O. Boxes listed at the bottom of the sheet. The goal is to receive all staff comments good or bad. There is a list of committee members on the survey that can be reached if someone does not understand what merit is or how it works.

Wendy discussed meeting with Dr. Simmons regarding the Merit Pay Plan, updating the current performance evaluation form, and training supervisors on how to complete performance evaluations. Wendy has a sample copy of Sam Houston's evaluation form. She will email the evaluation form to Tina Johnson and Jana Daigle will send a copy to all staff.

Eddie Henley discussed with Dr. Simmons on purchasing additional staff awards to accompany the traditional pins.

Karen Wells reported information from the Athletics' Council. The men's basketball season has ended. The women's basketball team is looking for a new coach. The track department will be having a fundraiser.

### **V. Unfinished Business**

The Merit Pay Plan, purchasing additional staff awards, and attendance of senators. Eddie will meet with Gail Davis to discuss staff pay scale and present information on what employees have to do to reach their pay grade.

## VI. New Business

Dennis Crow discussed the Special Olympics Torch Run T-shirt sale.

Small-Extra large- \$10.00

2X- \$12.00

3X- \$13.00

Wendy Smith stated that the Staff Senate Bylaws and attendance to monthly meeting needs to be reviewed.

## V. Good of the Order

Tina Wright reported that in the Setzer Center you can find March of Dimes information on the Student Government Association billboard. Lamar University now has a banner to present during the March of Dimes walk. The March of Dimes walk will take place on April 20, 2002 at 9:00 a.m. Everyone will meet at 8:30 a.m. for warm-up exercises at the Montagne Center football field. Lamar University participants are invited to lunch after the walk. The lunch area will be located at the Montagne Center football field.

## VII. Adjournment

The meeting was adjourned at 10:50 a.m.