

Lamar University Staff Senate

May 12, 2009

Senators present:

Jana Daigle, Gail Martel, Diann Brodnax, Don Curl, Linda Dousay, Sherri Fitzgerald, Steve Ford, Mary Givan, Sharlene Hatch, Irma Jones, Tina Johnson, Shannon Klutts, Cynthia Ksiazek, Anna LaLonde, Diana Licatino, Debby Piper, Melinda Prince, Sharon Sanders, Dave Stafford, Patrick Stewart, and Lisa Taylor-Cowart.

I. Call to Order

President, Jana Daigle, called the meeting to order at 10:05am.

II. Roll Call

Secretary, Diann Brodnax called roll. A quorum was seated.

III. Minutes

There were no corrections to the April 2009 minutes. Gail Martel made a motion to accept the April 2009 minutes with no corrections. The Senate unanimously approved the April 2009 minutes.

IV. Committee Reports

Executive Committee:

Execs met with Dr. Simmons on April 23, 2009.

Dr. Simmons stated LUTAP eligibility is for dependents that are on the employee's income tax return at time of enrollment. The tuition free program is for LU campus only. The other Lamar campuses are not part of the program.

Dr. Simmons explained the fire in Cardinal Village was caused by a small spark in the bathroom. The rescue response team reacted quickly and the fire was contained with little damage.

Dr. Simmons and Mr. Ferguson will check into the issue raised by some employees about the harassment they received during the LU Employee Campaign. Some department supervisors were bullying their employees to give to the campaign, which the employee felt was unfair.

Dr. Simmons said the staff reclassification process is moving forward. A company was chosen to start the process. They will be looking to update classification, salaries, and merit pay for staff.

Bylaws Committee:

The Bylaws have been updated on the Staff Senate webpage.

Community Service Committee:

None

Compensation and Budget:

None.

Issues Committee:

None

Nominations Committee:

Nomination forms will be mailed out in May. Senators who are off this year were handed nomination forms at the May meeting.

Staff Awards Committee:

Staff members who received an award at the Staff Awards Ceremony are reminded to order their gift by June 30, 2009.

V. Unfinished Business

None.

VI. New Business

Patrick Stewart asked if the audit will have an effect on any compensation changes.

Senators were concerned about the notification process when an emergency arises at LU.

During the alleged shooting incident in Cardinal Village, the surrounding buildings were not notified of the danger until an hour later. Many feel the emergency notification process does not work. How does the notification work with deaf students? LIT employees claim they were not informed. Jana Daigle explained the process is out sourced with ConnectEd. Someone has to send the report to that company and the system begins calling all the numbers on file for each student (current, previous and alumni), faculty, and staff. The system can only dial between 50-100 numbers at one time. It is a long process. The building coordinator is informed of the danger and makes the decision to send out an alert for the building. Jana also stated each employee should be checking their MyLamar email and messages several times a day to get updates on campus happenings.

Changes to your contact information must be updated through the Records department or Human Resources department.

Diann Brodnax asked to change the January 2010 and March 2010 meetings to a week later. Staff Senate will vote on the changes one month prior to the meetings.

Diana Licatino asked if Staff Awards Committee could come up with a list of approved excused absences for senators. Also, clarify the rules for receiving Staff Senate Awards.

Diana Licatino asked why employee's dependant spouse could get tuition free graduate classes but an employee cannot.

The LUTAP process is as follows: the dependant registers for classes, submits the LUTAP form, be approved for the assistance, once approved the adjustment is made to their account up front. The employee does not have to wait to be reimbursed. This process must be made each semester attending. The dependant must maintain a 2.0 GPA to continue.

VII. Good of the Order

Everyone should congratulate Mark Asteris for a job well done with the Staff Appreciation Luncheon. He was home recovering from surgery and still working hard to put the luncheon together for the staff.

VIII. Adjournment

With no further business, Patrick Stewart made the motion to adjourn the meeting. Diana Licatino seconded the motion, the Senate unanimously passed the motion, and the meeting was adjourned at 10:59 a.m.

OPEN MEETING

**LAMAR UNIVERSITY
STAFF SENATE MEETING**

**June 9, 2009
10:00 A.M.
Gray Library 8th Floor**

- 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**