

# Lamar University Staff Senate

## September 9, 2008

### Senators present:

Jana Daigle, Valarie Black, Diann Brodnax, Barb Barker-Milstead, Donna Blaisdell, Tricia Culver, Don Curl, Sherri Fitzgerald, Mary Givan, Megan Hale, Sharlene Hatch, Rosa Hubbard, Dimples Jones, Irma Jones, Tina Johnson, Shannon Klutts, Cynthia Ksiazek, Anna Lalonde, Wendi LeBlanc, Gail Martel, Brandi McClary, Debby Piper, Melinda Prince, Faye Richard, Carmen Savant, Stephanie Simmons, Patrick Stewart, Dave Stafford, Lisa Taylor-Cowart, Kim Wiley, and Donna Wilridge

#### I. Call to Order

President, Jana Daigle, called the meeting to order at 10:03am.

#### II. Roll Call

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

#### III. Minutes

There were no corrections to the August 2008 minutes. Megan Hale made a motion to accept the August 2008 minutes with no corrections and Gail Martel seconded the motion. The Senate unanimously approved the August 2008 minutes.

#### IV. Committee Reports

##### Executive Committee:

Jana Daigle, President, presented the minutes for the Executive Meeting on 8-14-08. The 4-Day Work Week will not happen for the University; if they are not able to shut the University for the whole day, it will not save any money. There are several factors that do not make this a feasible plan for the University. Some departments at Lamar State College – Orange have implemented a 4-day Work Week if their department is large enough to handle not having all employees there and can still function properly. Jana stated if your supervisor agrees, your department can work out a work week other than the 8-5 hours. But the department has to still function properly.

Dr. Simmons announced we will be getting a 5% raise this fall that will be across the board and it is the largest raise in the State of Texas. The other schools are giving between 0-3% to their employees. Jana will ask Dr. Simmons at the next Executive meeting if the comment he made about this raise being the largest in the state is accurate.

Dr. Simmons said they are looking at getting some consultants to look at our current classification and work with HR staff to evaluate the pay scale to see where we are out of line. They will also look at the market and make comparisons. This type of evaluation was done about 10 years ago and 2 years later, the faculty equity plan was done. Dave Stafford asked if a PDQ was in line for his position or his department. Don Curl from HR stated some groups are being evaluated at this time but not all groups. Facilities Management was evaluated 2 years ago. After the study was completed, some positions were restructured and given a pay alignment.

##### Bylaws Committee:

Sherri Fitzgerald presented two issues the Bylaws committee needs to address. In Article 3, Section 3 of the Bylaws it states it will be the responsibility of the Committee on Nominations to meet and prepare a slate of officer candidates no later than two weeks prior to the September meeting. Eligible voters will be the duly elected representatives for the upcoming fall semester. The Committee on Nominations will distribute the ballots to each elected representative one week prior to the September meeting. The voting shall be by secret ballot returned to the Committee on Nominations who will tally the votes and announce the results of officer elections by August 31. Sherri's question is should nominations on the floor be allowed during the August meeting to add to the ballot before the voting process? Wendi LeBlanc said to refer to Parliamentary Procedure which states floor nominations are allowed.

Article 4, Section 5 states each representative, including the officers, shall have one vote. Representatives shall be regarded as either present or absent. There shall be no substitutes and no proxies. Sherri brings up the question if we should allow substitutes to vote for absent senators.

Sherri Fitzgerald, Chair of the Bylaws committee will hold a meeting right after Staff Senate is adjourned to discuss the above issues.

Community Service Committee:  
None

Compensation and Budget:  
None

Issues Committee:  
None

Nominations Committee:  
Diann Brodnax answered the question some senators raised about Committee assignments. She explained when a new senator is elected, they are asked to choose committees to serve on. A returning senator is not asked to choose again. If a senator wants to change committees, please contact Diann and she will make the change.

Staff Awards Committee:  
None

V. Unfinished Business

Car Poolers can buy one parking permit and share. Be aware that tickets are issued if you forget your tag. Fuel gift cards were donated by Exxon mobile. The 45 cards were to be distributed to students only.

VI. New Business

Megan Hale raised an issue with the Rolfe Christopher Rd construction. She asked if the two roads between the dorms could be opened temporarily while the construction is taking place. This would help getting around campus and the traffic flow.

She also asked if anything could be done with students parking in front of Cardinal Village and John Gray. Dimples Jones said students are getting tickets for parking there.

Jana announced minutes are posted on MyLamar under the Staff Senate group. Each senator needs to check there for important information concerning Staff Senate. Any communication through Staff Senate will be conducted through MyLamar since it is the official communication tool for Lamar University. Jana said committees are located under the sub-committee tab. She sent everyone a welcome email.

VII. Good of the Order

Valarie Black announced the Student Organization Fair is to be held September 18, 2008 from 9am – 2pm in the Setzer Center. She encourages everyone to come and support our students.

VIII. Adjournment

With no further business, Sherri Fitzgerald made the motion to adjourn the meeting. Gail Martel seconded the motion, the Senate unanimously passed the motion, and the meeting was adjourned at 10:23a.m.

**PLEASE POST**

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**OPEN MEETING**

**LAMAR UNIVERSITY  
STAFF SENATE MEETING**

**October 14, 2008  
10:00 A.M.  
Gray Library 8<sup>th</sup> 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**