Louisiana State University in Shreveport
Staff Senate
Minutes for January 14, 2014

Call to Order
The LSUS Staff Senate meeting was called to order by Senator Christianne Wojcik, President, at 11:05 a.m. on Tuesday, January 14, 2014. Staff Senators present included: Rebecca Chiles, Lance Cole, Fermand Garlington, Rene Pallay, Brooke Rinaudo, Marilyn Thomas, Linda Wimbley, and Christianne Wojcik. Absent Staff Senators included: Pamela Corbit, Cheryl Irvin, John Stevenson, and Kelly Wynn.

Approval of Minutes
After the Pledge of Allegiance, the minutes for the November 2013 meeting were approved with no changes. The motion was made by Senator Chiles and seconded by Senator Miller.

President’s Comments
- President Wojcik welcomed everyone back from the holiday break.
- She expressed the condolences by the Staff Senate regarding the passing of faculty member Larry Garrison and encouraged others to reach out via the LSUS Facebook page to honor him and his valuable contributions to our university.
- She also thanked everyone who worked on putting together the Holiday Luncheon. She had received positive feedback on the event.
- The Spring Luncheon is the next big event coming up. She will be getting with Aaron Suckle to establish a date.

Treasury Report
At our last meeting in November, Senator McLain reported an account balance of $2,809.14. Since then, we have collected $216.64 in payroll deductions. We also collected $1,080.00 in Holiday Luncheon registrations and spent a total of $306.93 on holiday luncheon decorations, entertainment, printing, and supplies. The new account balance is now $3,798.85, and we are expecting The Port invoice for the Holiday Luncheon soon.

Administrator Reports
Chancellor: Dr. Paul Sisson
- Noted that he enjoyed the Holiday Luncheon.
- At the December SACS meeting, approval of the new Doctor of Education (Ed.D.) degree continues. Twenty-two students will be attending their first class meeting tonight. Final approval should occur in June moving LSUS from a level 4 institution to a level 5.
- Spring enrollment is up by about 150 graduate students due in part by the new Ed.D. program and the revamped online MBA program.
- Undergraduate enrollment decreased less than it did in the fall semester. Dual-enrollment numbers are still unknown. There are many changes happening with funding, etc. We should know more in a few weeks.

Provost: Dr. John Vassar
- There will be a SACS site visit from April 21 to April 24. Final campus approval should occur in September.
• Thanked all that worked tirelessly on getting the Ed.D. degree together including Dr. Ruth Jackson, Julie Lessiter, and Dr. Larry Garrison. Noted that LSUS received 300 applications to the program. Of those, 70 completed the process, and 22 were accepted and enrolled. There is a lot of community interest in our new degree.

• Informed the senate of some changes in leadership on campus. Dr. Gary Jones recently retired, and Dr. Yong Dai is taking over as Chair of the Psychology Department. Dr. Bernadette Palombo will now run the General Studies program while Dr. Gary Joiner becomes the new Chair of History and Social Sciences. Also, Dr. Pat Doerr will become the interim chair of the Department of Education, replacing Dr. Ruth Jackson.

• The search for the Dean of the College of Business, Education, and Human Development continues. The candidates should be announced towards the end of this month.

• There is a Board of Regents meeting at LSUHSC next week and a Board of Supervisor’s meeting at LSUS next month.

Business Affairs: Mike Ferrell, Vice Chancellor

• The new evaluation system for unclassified employees is in effect.
• The C-SPAN bus will be on campus January 22 between 11:30 a.m. until 1:30 p.m. There will be a press conference in the UC Ballroom at noon. Students, faculty, staff, and the general public are invited to attend this event.

Student Affairs: Dr. Randy Butterbaugh, Vice Chancellor

• There were 2098 guests at the December 15 commencement ceremony – close to a record attendance.
• At least 100 people will be visiting the campus library the evening of January 23 for Financial Aid Night.
• The SAB and Rec Sports programming is complete for the spring semester. Student life postcards are available showing the upcoming activities.

Old Business/Current Business

Salary Adjustment: Reported by Senator McLain.

• The first installment of the salary adjustment was processed on the January 3 payroll.
• The final two payments will occur on March 5 and May 5.

LSUS Strategic Plan: Reported by Dr. John Vassar.

• Spent the last part of the year going through all of the information that has been gathered.
• A draft of the proposed plan will be going out soon. The final plan will be approved after the new Chancellor has been appointed.

CFCU Finance Workshop: Reported by Senator Miller.

• The first installment of the workshop, “Stages of Financial Management,” will be presented on January 29 at 11:30 a.m. in the Caddo Room (location not confirmed yet).
• There will be a boxed lunch purchase option. Watch your email for more information.

Basketball Tailgate Party: Reported by Senator Chiles.

• Talked to Coach McDowell and our current options are a Tuesday in February or a weekend game.
• Senate agreed the February 25 Tuesday game would be best. Party to start at 5:00 p.m.
• Cost of attendance is FREE for Staff Senate Support Fund members and $5.00 for all others.
• Someone to contact Admissions and Records to see if a student worker would be able to create a banner for the event.

Staff Senate Support Membership Drive: Reported by Senator Wojcik.

• We had several new people to join the SSSF during the drive.
New Business

PES for Unclassified Staff: Reported by Bill Wolfe, Director of Human Resources.
- New evaluation system for unclassified employees began on January 1, 2014.
- The first evaluation period will be from January to June in order to get both the classified and unclassified employees on the same schedule.
- Also mentioned that our yearly ethics training should be coming soon.
- Legislature changed the requirement for employee sexual harassment training from every 5 years to every year. Look for training in the near future.

Rebranding Initiative: Reported by Dr. Paul Sisson and Senator Rinaudo.
- Announcement coming about changes in our school logo, colors, and fonts to match the LSU to show “unity” among the LSU campuses. Part of the LSU One program. LSUS and LSUA are the only LSU campuses that are not purple and gold. LSUA is currently in the process of making the changes.
- A team from Baton Rouge will be coming to campus to help us make the transition and determine what all needs to be changed. The target launch date is July 1.
- Keep these upcoming changes in mind as departments order stationery, etc. with current LSUS logo.
- Contact Senator Rinaudo with questions. She will update us with more information at the next meeting.

Senator Reports/ Committees

Chancellors Search Committee: Reported by Eddie Samhan, Director of Accounting Services.
- Interviews with the ten candidates have taken place and the field has been narrowed down to four contenders.
- The final four candidates will be released to the public in early February, and each will visit campus for interviews.

Budget Crisis Committee: The committee has not met since the last meeting, so there are no updates.

Tobacco Free Legislation Committee: The committee has not met since the last meeting, so there are no updates.

Comments
Shelby Keith, Director of Information Technology Services, announced that they would begin upgrading the voicemail system in February in preparation for an email service upgrade. The entire project should be completed by April. Also, Microsoft recently announced that it will no longer be supporting Windows XP beginning on February 8. ITS will be working to upgrade anyone with Windows XP to Windows 7.

Adjournment
There being no other business, the meeting was adjourned at 11:50 a.m. The motion to adjourn was made by Senator Pallay and seconded by Senator Wimberly.