The LSUS Staff Senate meeting was called to order by President Daniel Miller at 1:02 pm on Wednesday, March 13, 2013.

Staff Senators present included: Ken Seale, Faye Lampkin, Susan Gutierrez, Kelly Wynn, Daniel Miller, Linda Wimbley, Christianne Wojcik, Rebecca Chiles

Staff Senators absent were: Cheryl Irvin, Alex Mitchell, Marilyn Thomas

Minutes from February 2013 meeting were approved with no changes (motion by Senator Wojcik, 2nd by Senator Lampkin).

President’s Comments

Faye Lampkin is back from medical leave.

The LSU Board of Supervisors will be meeting on Monday, March 18, 2013. The council on Staff Advisory will not meet. Instead, Blake Chatelain will be holding a meeting with the Staff and Faculty Councils. The Budget Crisis Committee has proposed a solution to the deficit for the current fiscal year. Administration will use funds from reserves to cover our current fiscal year deficit; however, next fiscal year’s budget is unknown. Two items that will remain the focus: LSU 2015 and the creation of 7 week terms in the semesters and will have their dedicated slots in the agenda.

Treasury Report

President Miller reported the current balance of the Staff Senate’s account is $2,938.62. Since our last Staff Senate Meeting we have collected $113.66 in payroll contributions. Expenses recently incurred were $93.00 for lodging and $68.00 for travel that covered the President’s trip to the February Board of Supervisor’s Meeting(s).

Guest Administrator Reports

Chancellor: Dr. Sisson would like to continue conversations among faculty, staff, and students regarding the proposed calendar term change, and likes the fact that we have designated a spot in the agenda for those items. This will allow the staff to specifically discuss how much participation in LSU 2015 will be pursued and how much we would like to establish our own calendar. The governor’s proposed budget is “not pretty” for the 2013-14 Fiscal Year. As we are faced with yet another budget cut, revision will be pursued during the legislative session. There will be a meeting with local legislation on Monday, March 18, 2013 at 8:30 am where faculty and staff are welcome to discuss important issues.

VC Student Affairs: Dr. Butterbaugh announced Student Appreciation Days will be March 18th, 19th and 20th. Faculty and staff will be receiving an email from Angel Martin with event notification. Dr. Butterbaugh encouraged all academic units to create events to show appreciation. There will also be stickers distributed for faculty/staff to wear in boosting student morale.

Gina Starnes, Director of Career Services, has retired. Student Affairs has reorganized Career Services and Counseling and has created Student Development with Paula Atkins serving as Director. Their focus will be career services, counseling, disabilities, and academic and learning support. We are currently in the process of recruiting and hiring an Assistant Director of Student Development.
Kim Thornton is the new Director of Admissions and Angel Martin is the Director of Student Activities and Rec Sports. By merging these areas we will promote efficiency while promoting effectiveness.

**Old Business**

*7 Week Plan Phases-Updates and Discussion*

We will continue to discuss the implementation of the change in calendar from semesters to 7 week terms and will collectively agree as a campus to discuss the issues to be resolved.

Fall 2013 will begin a trial/pilot run of 8 week terms will be in effect. On top of that, there will be a 7 weeks instruction calendar that includes 2 days for finals, the traditional 2 16 week semester for fall and spring, and an 8 week term in the summer. Many different departments have contributed to the creation/success of this project.

President Miller on behalf of anonymous staff member: Pending a merger with LSU, would we maintain this prospective calendar?

   Dr. Sisson: We have spoken with LSU colleagues and have determined that this will help distinguish LSUS from other LSU campuses. The 5 terms/year schedule will mesh well with the existing semester schedule (16 week semesters at LSU).

Kristin Fiser: Because the calendar change could affect teacher retirement, would faculty stay 9 month employees?

   Dr. Sisson: There are positive and negative aspects. One advantage to terms would promote no preference between fall and spring semesters. We could propose to change faculty to yearly, 12-month employees. In doing so, they could still have terms dedicated to research.

Senator Ken Seale: What is the feedback from faculty?

   Dr. Sisson: The overall majority is positive. Student feedback is mostly positive; however some are leery and fearful of this change.

*LSU 2015/Transition Sub-Advisory-Updates and Discussion*

Shelby Keith updated everyone on the LSU 2015 Transition Advisory Committee that has been broken down into subcommittees and task forces which have been meeting sporadically.

Advantages of being viewed as one LSU: any institution in the LSU system that will be purchasing software can utilize the LSU discount. He also addressed the possibility of merging the email system (central system). The benefits of this would be that calendars can be shared for meeting purposes system wide, and the telephone systems will be combined. For instance, a call to Baton Rouge will not be long-distance. ERP system will take the longest to implement

Adm. Services, Tech Committee have meetings planned in March. Two hour meetings are not enough time to address all issues. The Tech Task Force has recommended conference calls. One LSU member voiced the desire and need of LSU to hire additional staff. Shelby brought to the member's attention that all LSU campuses are worried about staffing and the responsibility of the staff should be spread throughout the state and does not have to be centralized in Baton Rouge

There should be a better feel of the situation by the end of April. During the July meeting of BOS, task force, subcommittee, and advisory committee will meet and recommendations will be presented to BOS. Implementation will probably not occur until the Fall 2013. President Miller suggested a forum for staff
members specifically, to address “staff” questions and concerns. All staff members are encouraged to get involved.

**Joint Staff/Faculty Senate Beautification Initiative**

The beautification initiative: includes the cleanup of areas on campus and also moving unused items into surplus. After research, President Miller stated that policies and procedures, enforced by the State, must be followed when surplusing items. The topic was brought to last month’s Dean Council and Staff Senate Meeting by Sen. Wojcik, but has been tabled for now, pending discussion with the Faculty Senate.

President Miller stated that a peculiar issue has occurred in which Sen. Wynn’s term will end April 30, 2013. This will leave no Secretary to record minutes for the May 2013 meeting; therefore, a motion was made to extend Sen. Wynn’s term, and was seconded. No Senators opposed.

**New Business**

Spring Luncheon was addressed with the proposed date of April 25, 2013. Volunteers will be needed for organization, decoration committee. A speaker or some entertainment is a possibility for this event. President Miller requested that all senators be present at the Spring Luncheon.

Staff Senate Elections: The process of staff senate elections will begin soon. Rebecca Chiles volunteered to help with this, calling for nominations, counting votes, etc. President Miller opened the floor for nominations for the next Staff Senate President. After the floor was opened Sen. Chiles recommended President Miller remains President next year; President Miller declined. President Miller then nominated Sen. Wojcik who accepted the nomination. With no further nominations, President Miller closed the nominating process. A motion to accept Sen. Wojcik as President-Elect was made by Sen. Chiles and seconded by Sen. Lampkin. No one opposed. Pres. Miller stated that he will still hold the title of Ex-Officio next year, but is unclear if this position is allowed to vote.

**Senator Reports/Committees**

Sen. Wojcik announced that Academic Partnerships will maintain a separate calendar and will be starting the shorter terms faster than others. June 6 will formally launch the first 100% online term for the Master of Education program.

**Comments and Observations**

Chelsey Chance: Forums are encouraged and if staff members have questions, they are encouraged to attend meetings in order to get questions answered and ultimately grow attendance at meetings. Administration is communicating with individual groups and not everyone is attending meetings, possibly because their area/dept. is short-staffed.

Don Bloxom: Addressed the issue of staff members asking supervisors and supervisors not having much information to provide about LSU2015. Staff may be hesitant to ask questions in wake of the proposed Tech merger. Pres. Miller again suggested a forum, possibly in the Science Lecture Auditorium, that will allow staff to personally ask questions or address them through their senators.

Eddie Samhan: Reported that the Chancellor Search Committee is “making progress.” Sub-committees have been established to look at focus groups and discuss issues. A formal job description and advertisement for the position are being generated. Mr. Samhan wanted to reiterate that they were not trying to define the vision of the university but instead to focus on enrollment. President Jenkins assured the search committee they will exist as an independent institution.
There being no further discussion, President Miller called for a motion to adjourn. Sen. Wojcik made a motion to adjourn, Sen. Lampkin seconded the motion. No Senators opposed adjournment.

The meeting was adjourned at 1:52 pm.