Call to Order
The LSUS Staff Senate meeting was called to order by Senator Kelly Wynn, President, at 11:06 a.m. on Thursday, September 11, 2014. Staff Senators present included: Kelly Wynn, Nicki McLain, Rachel Taylor, Brooke Rinaudo, Angel Martin, Linda Wimbley, Fermand Garlington, Renee Pallay, Scott Hardwick, Marilyn Thomas, and Lance Cole. Absent Staff Senators included: SaraMargaret Mladenka, Pamela Corbit, Cheryl Irvin, and John Stevenson.

President Wynn called for a moment of silence in honor of the thirteenth anniversary of September 11.

Approval of Minutes for May 2014 meeting
After the Pledge of Allegiance, the minutes for the May 2014 meeting were approved with no changes. The motion was made by Senator Martin and seconded by Senator McLain.

President’s Comments
- **President Wynn:**
  - Thanked everyone for attending. Wynn mentioned the LSUS Fall Job and Internship Fair on October 1, 2014 from 10 a.m. to 2 p.m.
  - Invited Kristen Fiser to discuss Open Enrollment for staff. Fiser announced that Open Enrollment would begin in October, and the changes will go into effect January 1, 2015. Vision and dental vendors will be changing, but there is no need for reenrollment. 403bs are now being offered with pre-tax and post-tax options. There will be a food drive in conjunction with Open Enrollment. Angel Martin will be helping with the food drive. All paper work for Open Enrollment is due by the end of October. There will be a Benefits Fair October 8, 2014 from 10 a.m. to 2 p.m.
  - Invited Senator McLain to discuss the Staff Senate Support Fund. Senator McLain explained that you can sign up for a $1 deduction from your paycheck to help with funding the Staff Senate. This money helps with the annual Holiday Luncheon. Benefits include attending the two annual luncheons (spring and holiday) without having to pay the fee, and the tailgate parties for the basketball and baseball teams. Since it is open enrollment, you can sign up even if you’ve been employed at LSUS for a while. Senator McLain will be emailing the form. If you wish to sign up fill out the form and return it to HR.
  - Invited Senator Rinaudo to discuss News and Notes. News and Notes is a weekly newsletter. It can be found on the G drive, and via email. Its purpose is to decrease the amount of emails you receive daily, and to inform employees on events around campus.
Treasury Report

- Senator McLain stated since the end of May, fifty to fifty-one dollars have been collected for the Staff Senate Support Fund. The only expenditure was the Meet and Greet Breakfast held for Larry Clark on July 1. Staff Senate Support Fund balance: $2,190.67.

Administrator Reports

- Chancellor Clark:
  - Chancellor Clark discussed the ongoing concerns regarding budget. The good news is, our enrollment for non-dual enrollment students is up for fall. Chancellor is concerned about the yield we get from the tuition that is paid to help our budget situation. Our growth enrollment is trending more on the graduate level. Mike Ferrell and Randy Butterbaugh and their teams are keeping track of the situation. Chancellor Clark reiterated that the good news is enrollment is up for non-dual enrollment students. According to Butterbaugh, we are up 12.27% paid students. The total enrollment of students as of September 10, 2014 is 4135. LSUS still faces the problem of only getting by this fiscal year because of the 1.5 million dollar loan. The underlying problems have not been resolved. We are still working on increasing enrollment. Chancellor Clark stated that the goal is to significantly increase the number of students enrolled in January.
  - Chancellor Clark also thanked everyone for their help in increasing enrollment. He also acknowledged Julie Lessiter and “her peeps” for all the hard work they’ve put in for the SACSCOC report.
  - Every campus is supposed to have an Administrative Committee. Chancellor Clark is working on creating a Planning Consult to assume the role of the Administrative Committee. This committee will include a voice for staff. Chancellor Clark proposed Kelly Wynn be that person, but nothing was made final. The idea will be revisited.
  - President Wynn asked if the university sees any money coming in from Dual Enrollment. The answer: we see the money, but the question is does it bring in a lot of money? Some issues are being worked out concerning dual enrollment. Last year more waivers were given, but this year some of those waivers will not be allowed. Dual enrollment has been moved from the provost’s office to the admissions office. Dual enrollment standards have not changed just the number of waivers have been changed (waiving the admissions standards).
  - Clark also thanked everyone for being here, and helping the students; even saying hello to a student can make a difference. He also has no problem getting involved with helping students when and where he can. Encourages everyone to be engaged.

- Academic Affairs (Dr. John Vassar):
  - Thanked everyone for the opportunity to speak. SACSCOC report was completed and mailed off last week. Thanks everyone for their help with that report. The off campus report has been mailed. A committee was selected and will look over that report for about a month. That committee will meet in Atlanta the first week of November and review our responses to ninety-four principles. They will pick a few responses for a follow up report. That report will probably get to us sometime in November. From mid-November to mid-February a response to those issues
will be worked on. All of this leads up to the site visit in April 2015. Another component is the Quality Enhancement Plan (QEP). It is currently in development. The QEP will focus on metacognition or thinking about thinking. There are different support services and Freshman Seminar classes that will participate in the QEP.

- Various academic and general policies are also being reevaluated.
- Across campus, people are doing their jobs plus other jobs, and results are beginning to show (graduate enrollment increase). Staff interactions with students can make a difference.

**Business Affairs (Mike Ferrell):**
- Planned on discussing open enrollment which Kristen Fiser discussed at an earlier time. Mike asked for questions, and there were none. He did not have anything to add.

**Student Affairs (Dr. Butterbaugh):**
- Again thanked everyone for their support during the opening of school, registration, and orientation. Orientation program receives universal positive feedback. Dr. Butterbaugh attributes that to the help of the faculty and staff.
- Interviewing has begun for the Director of Financial Aid position.
- Betty McCreary’s retirement begins October 17.
- SGA is up and running this year. A president and vice president have been selected. So far, the SGA has been successful and very engaged with student affairs.
- Week of Welcome was very successful with 1800 participants contributing.
- A program will be held on September 15 to give all students the opportunity to have time with Chancellor Clark. This year’s program will have a Q & A session.
- Commencement will be December 21, 2014.

**Other Administrators: N/A**

**Old/Current Business**

- **Re-branding Initiative update:**
  - Senator Rinaudo announced that as of July 1, we are now purple and gold. A new academic logo is in place. The athletic logo refresh is still being sorted out. A new mascot is being planned, but that will not be done until a few concepts can be determined. There will be a few focus groups and/or surveys to help determine the new mascot.
  - Senator Hardwick questioned the motto on a brochure he saw outside of admissions. Senator Rinaudo informed him admissions hired a PR firm who took research for the mascot (what students felt about being a pilot) and used that part of the research to come up with the idea. Their motto is going in the right direction. A marketing advisory committee is being formed. A second survey for Alumni is a possibility regarding changing the mascot.
  - **Chancellor Clark-July 1, 2014:**
    - *Meet & Greet Breakfast:* President Wynn thought it was a really great chance to meet the chancellor and for faculty and staff to mingle and network.
• **Lunch with Larry:** Q&A with students. Student activities provided the drinks and Alumni funded the pizza. President Wynn thought it went really well.

**New Business**

- **Fall meeting schedule:** President Wynn provided senators with those dates in their folders, and she will send out an email with those dates.
- **Staff/Faculty Senate Christmas Luncheon:** Wynn emailed Aaron Suckle. December 4, 2014 is open. This is the week before finals. Senator Pallay brought it to the attention of everyone that lab finals are normally the week before regularly scheduled finals. This brought up the concern about when to schedule the luncheon. Senator Pallay will provide Wynn with a lab finals schedule and the date of the luncheon will be revisited.
- Senator Hardwick mentioned sending out the retiree notices.
- Senators Rinaudo and Taylor volunteered to work on the committee for the Christmas Luncheon. President Wynn asked anyone who was willing to help to be in contact with Senator Rinaudo. The committee will come up with a theme, help decorate, discuss the menu, create invitations, and work on door prizes. Senator McLain offered to help with the money and name tags. Senator Rinaudo asked for help in soliciting door prizes.

**Senator Reports/Committees**

- **Budget Crisis Committee:**
  - The Budget Crisis Committee will be restructured soon. Someone from the committee will be asked to give us a report during the next meeting.

**Comments**

- President Wynn wanted to reiterate being kind to students. The smallest things can make a difference, and thanked everyone for attending.

**Adjournment**

- There being no other business, the meeting adjourned at 11:54 a.m. The motion to adjourn was made by Senator McLain and seconded by Senator Wimbley.