

**LOUISIANA STATE UNIVERSITY IN SHREVEPORT**  
**STAFF SENATE**  
MINUTES  
15 OCTOBER 2008

**WELCOME**

The meeting was called to order at 2:00 p.m. on Wednesday, October 15, 2008, by Vice-President Darlene Player.

The following senators were present: Melissa Airhart, Cochran Cooper, Pam Howard, Barbara Kase, Nicki McLain, Tulin Melancon, Darlene Player, Alex Mitchell, Elmer Tingler and Deloris Wright.

The following senators were absent: Jeffrey Englade, Viki Fentress, Bart Riggins, and Roger West.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

The minutes of the meeting dated September 10, 2008, were approved with the correction of adding Cooper Cochran to the absent list.

**EXECUTIVE COMMITTEE REPORTS**

**President's Report**

Vice-President Darlene Player remarked on the recent leadership seminar "Going Ape for Leadership" by speaker David Coleman. Around 15 people attended the session that was free to all faculty and staff members. The feedback was good from the attendees. Some that did not attend thought that it was just for administrators.

The next Brown Bag Luncheon will be on Tuesday, October 21<sup>st</sup> at 11:30 a.m. The speaker will be Dr. Gloria Raines, Vice-Chancellor of Student Affairs.

**Treasurer's Report**

Treasurer Nicki McLain reported that the only Staff Senate expenses for this fiscal year at this point were \$25.00 for a gift certificate for the window decoration contest during the Week of Welcome and some refreshments for the new employee training in July.

Senator Elmer Tingler suggested that maybe the Staff Senate do an “Open Enrollment” promotion to encourage enrollment in the Staff Senate Support Fund. After some discussion among the senators and guests, the idea was tabled until the December meeting.

## **COMMITTEE REPORTS**

### **Holiday Luncheon Committee**

Committee Chair Senator Barbara Kase reported that the Holiday Luncheon Committee had met twice. The date for the event is set for Friday, December 5<sup>th</sup>, and that there will be a “Cajun” theme. The LSUS Jazz Band will provide the entertainment. Committee member Viki Fentress is heading up the door prizes and Nicki McLain will be designing the invitations and programs. The Port will cater the event and offer a variety of Cajun and traditional holiday foods. The next holiday luncheon meeting will be on October 31<sup>st</sup> at 2:00 p.m. Anyone who might have Cajun-themed decorations (such as Tobasco bottles, chili peppers, crawfish, or alligators) is asked to contact Barbara at extension 4279.

### **Tailgate Party Committee**

Committee chair Senator Elmer Tingler reported that the next tailgate party is tentatively scheduled for the Pilots’ first home game on November 6<sup>th</sup>. Invitations should be going out soon.

## **OLD BUSINESS**

### **Character Counts**

On October 31<sup>st</sup> at 11:00 a.m., Katherine Pace from the LSU Ag Center will meet with campus deans, chairs, directors, and other supervisors in the Webster room to discuss morale issues and any specific needs LSUS may have. Ms. Pace presents a series called “Character Counts” that describes the six pillars of character and how to develop them in the workplace.

### **Flex Time Proposal**

A flex time resolution was prepared by the Staff Senate and submitted to the Chancellor’s office. There has been no response on the proposal yet.

### **Staff Training**

Tulin Melancon reported that she talked with the Director of Purchasing Department and requested to schedule a training day for the staff on the purchasing procedures and reports. There was a suggestion from one senator that

besides a scheduled training with the department heads, anyone who feels knowledgeable on the subject matter they can offer their help to the staff who has questions. There was another suggestion on computer base training. They found it more effective learning the computer software by actually attending a class for a semester long. They suggested that it should be a person's choice which way they choose to learn.

## **NEW BUSINESS**

### **January 2<sup>nd</sup>**

Friday, January 2, 2009, is the day that employees are scheduled to return to work after the holidays. It was suggested that maybe we could have an annual leave day for everyone and return to work the following Monday instead. Elmer Tingle mention that there would be some cost savings by doing so since we would not have to heat the entire campus for one day before reducing power for the weekend. The day could create potential issues for employees who do not have enough annual leave to take on that day.

## **AJOURNMENT**