



STAFF SENATE MINUTES

MINUTES

OCTOBER 19, 2016

10:00AM

**UNIVERSITY LIBRARY,
ROOM 622**

ATTENDEES	Jarrod Breithaupt, Kirby Campbell, Arely Castillo, Kristin Chandler, Kelli Cole, Kristi Davis, Katie Dawson, Chance Eppinette, Erica Hopko, Treina Landrum, Sabrina McClain, Morgan Patrick, Cynthia Robertson, Michael Roboski, Mary Schmeer, Vercell Fiffie (Visitor – New Director of Purchasing)
ABSENT (EXCUSED)	Amy Estes

Agenda topics

CALL TO ORDER	A regular meeting of the Staff Senate was held on October 19, 2016 in the University Library, Room 622, and called to order at 10:01 am by Kristi Davis, President. A quorum was present.
MINUTES	<p>Minutes of the regular meeting on September 21, 2016 meeting were reviewed by the committee.</p> <p>Senator Landrum moved to approve the minutes; seconded by Senator Cole. Motion passed.</p>

DISCUSSIONS	<ul style="list-style-type: none"> ❖ Roll Call ❖ Guest Speaker: Mr. Michael Davis, Facilities Planning Officer <p>Mr. Davis reviewed ULM's current facilities project list:</p> <ul style="list-style-type: none"> - Sandel Hall: The Building has been turned over to ULM and a 30-day punch list is being created. Two offices have already been moved in to the building and the other offices should be moved into the building next week. The new building will house the following offices: Admissions, Career Connections, Scholarships, Financial Aid, International Student Services, Registrar's Office, Ace's Place, Graduate School, Auxiliary Enterprises, Campus Radio Stations, Executive Vice President Office, TRIO, and Tumor Registry - Student Event Center: Demo will begin for the new Student Event
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Center on October 3. The new facility will have a new roof, an event center that will hold 550 people, a sundeck, an amphitheater that will seat 55, and multi-purpose area that will serve as a place for student groups to use.

- **Alumni Center:** A complete demo and renovation of the current alumni center is scheduled for next year.
- **Parking Lot Renovations:** Some areas on campus will be getting new parking lots (Malone Stadium, Event Center/Coliseum, etc.)
- **Sorority Housing:** The administration is currently in the process of interviewing designers. The new construction should be completed in June 2018 and will house 120 people. The facility will be located in Heritage Park.
- **Scott Plaza Fountain:** The university has a new fountain. The new fountain will have the ability to display light shows and choreography to music. There will be a ring of bricks installed around the fountain and at the Athletic facility. 550 bricks will be sold and they will cost from \$200-\$250.
- **Softball Park:** All fields will be turfed.

❖ **Guest Speakers: Julia Letlow, Brice Jones, Lisa Miller, and Srdjan Marjanovic, Office of Public Information –**

Representatives from the Office of Public Information were present at the Staff Senate Meeting to discuss and get ideas on a new concept which will be presented to the ULM community at a later date.

❖ **Approval of meeting minutes from the following meeting: regular meeting on September 21, 2016.**

❖ **Corrections/Discussion: None**

- **Emergency Safety Training Update:** Senator Davis went over some of the Staff Senate concerns with Tom Torregrossa, Director, UPD. They are willing to provide training to all employees. It was recommended to call the training Emergency Preparedness. It was noted that each office on campus should have their own set of emergency procedures, such as code for when there is an emergency situation in the office. More call boxes and more lighting will be installed on campus. It was recommended that the training be offered the week after students leave for break because University week already includes a full set of activities.

❖ **New Business/Open floor discussion**

- **November 2016 Guest Speaker:** Dr. Ritchers would like to be the guest speaker at our next meeting.
- **HAVEN Online Training:** Please complete the online training. In the future, all training will be moved to the following website: <https://webservices.ulm.edu/training/>
- **United Way:** We are currently at 31% participation. The goal was

OLD
BUSINESS

NEW
BUSINESS/
OPEN FLOOR
DISCUSSION

	<p>to be at 45%. The last drawing will be held today. Donation forms will still be accepted after today. ULM will be recognized for its student campaign and the idea will be implemented at other universities.</p> <ul style="list-style-type: none">- <u>Strategic Plan Update</u>: The committee has met and is planning to meet again next week. ❖ The next Staff Senate meeting will be held November 16, 2016 at 10:00 in Library 622.
CONCLUSIONS	<p>There being no further business, Senator Cole made a motion to adjourn; Senator Roboski seconded. Motion passed. The meeting adjourned at 11:15 a.m.</p>