



# Staff Senate Meeting Minutes for January 2025

<b>Date:</b> Wednesday, January 15, 2025	<b>Time:</b> 10:00 AM	<b>Location:</b> ULIB 622   Zoom for Guests
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<b>Attendees</b>	<b>Senators Present:</b> James Beinkemper, Medria Buford, Erick Burton, Shane Dyke, Michael Gammon, Jessica Griggs, Shonnie Hall, Andrew Hardee, Caitlyn Hillard, Jennifer Huey, Sabrina McClain, Dana Mejia, Danielle Tolbird, Sara Webb, Wesley Welch	<b>Senators Excused:</b> Chance Eppinette
		<b>Senators Absent:</b> n/a
		<b>Visitors:</b> Melissa Rhodes, Allison Thompson, Natalya Van

### Call to Order

- January 2025 Staff Senate Meeting called to order by President Mejia at 10:01 am
- Roll taken by Secretary Wesley Welch
- Visitors welcomed by President Mejia

### Approval of Last Meeting’s Minutes

- Motion made by Senator Welch to approve the Minutes of the May meeting. Seconded by Senator Hall. Senate approves the last meeting’s minutes.

### Guest Speaker(s)

None

### Reports of Committees

**Communications** – asked Senators to complete Bio form and requested Senators to remain after meeting for photos for social media

**Constitution & Bylaws** - nothing to report

**Elections** – nothing to report at this time

**Staff Welfare & Handbook** – Nothing to report but will be meeting to go over revisions for the handbook.

**President Elect** – shared updated hours for the fall

### Continuing Business

- President Mejia congratulated Senator Hilliard for her new position as Associate Director of Alumni Association. The new position moves her into a new division. The bylaws state she will still represent Academic Affairs for the remainder of the year. If a position is available in her new division upon election, she will take that position and reelect for the vacant position. Otherwise, she will remain as a representative senator for Academic Affairs.

### Department Supplemental Funding requests

- Funds can be used to support unclassified staff.
- Application is located on Staff Senate website at <https://www.ulm.edu/staffsenate/financials.html>.
- Any unclassified staff can apply for it.

- It is limited to \$250 per department per fiscal year.
- The completed request form should be submitted to the requestor's appropriate division senator at least 2 weeks prior to the next scheduled senate meeting. That senator will review the request, and if supported, the senator will seek support from a 2<sup>nd</sup> senator. Then a motion will be sent to the President and Secretary/Treasurer to add to the next meeting at least one week prior.
- Requests have to be within the fiscal year of intended use.

## **Open Discussion**

### **Enrollment Management changes**

- Lindsey Wilkerson recently retired which triggers some role changes in Enrollment Management. Many of the roles he had were dispersed to different personnel already in Enrollment Management. Cody Lewis moved into Lindsey's role. Jennifer Malone will be helping non-traditional students. Kristal Anzalone will be over High School Recruitment.

### **Fire Drills**

- Expect fire drills to begin soon in all university buildings.

### **Browse on the Bayou and JC Penny's Event**

- Senator Burton encouraged attendance on Feb. 22<sup>nd</sup>.
- Senator Hall mentioned the JC Penny's Event on Feb. 16<sup>th</sup> from 3-6pm that Career Connections hosts.

### **Keep ULM Beautiful Program**

- Litter clean-up in April for those interested. Senator Webb stated students in UNIV have to do some type of community service. The instructors can encourage them to participate.

## **Adjournment**

- There being no other business, a motion to adjourn was made by Senator Dykes and seconded by Senator Buford. Meeting adjourned by President Mejia at 10:23am.
- The next Staff Senate meeting will be on Feb 19th at 10:00 am in the Library Conference Room 622.