Staff Senate Meeting Minutes
Thursday, June 15th- 1:00 PM

Senators Present: Takeyra Wagner, Kaitlyn Norton, June Guillory, Daniel Manuel

Absent: Donald Collings, Junetha Silas, Richard Robinson

Guests: Chad Gauthier, Laura Fowler

Chaired by: Takeyra Wagner

Minutes Taken by: Kaitlyn Norton

Purpose: To address Staff Senate issues addressed by the agenda and hear updates from senators and the LSUA community

Takeyra called meeting to order at 1:00 PM.

Motion to Approve Previous Meeting Minutes *(June 17, 2021)*

- Moved by: Daniel Manuel
- Seconded by: Kaitlyn Norton

Open/Old Business

- Vice President Position
    - o Because of the missing senators, we will make the next meeting mandatory in order to allow the rest of the new senators a chance to vote or decide on a position. Takeyra will send out an email with an opportunity to nominate a senator for the Vice President position to make sure we are ready to elect for the August meeting.
- Parliamentarian Position- June Guillory was asked by Takeyra Wagner if she would be interested. June graciously accepted this position.

New Business

- August Meeting 8/19/21
- September Meeting 9/16/21
    - o We all decided since we had missing senators, we would keep both meetings unless otherwise later decided.
- Staff Senate Newsletter- we discussed the possibility of a establishing a newsletter that has a lot of information geared towards staff members. It will include birthdays, beginning with July, giving recognition to staff members who went above and beyond, important dates, etc. We explored other information that should be included and will

approve it to be sent out at our next meeting. Daniel suggested naming the newsletter 'Tank Talk'. Senators present all agreed.

- Goals for the upcoming year- fundraising initiatives, either past ideas or new ideas. Takeyra wants to have a live action plan of what we will be doing and set deadlines to make it happen. We are open to ideas from senators or any staff member.

Other Business/Senator Reports

- Donald Collins- absent

- June Guillory- no updates.

- Daniel Manuel- mostly advising right now and continued planning for Fall events, specifically WOW.

- Kaitlyn Norton- the admissions team is finishing up our training sessions for the summer before we begin recruitment the week of August 16th for the Fall 2022 season. We did receive the official recruitment calendar, but there are a lot of TBD. This means we will have to do a lot more local, on the ground recruiting because the rest of the state is not offering as many college fairs in person. We will not begin focusing on out of state recruitment until we have conquered the local areas. Preview Day will be November 13th. Our office is also hosting two other big events soon. We will be hosting the Zone VI Articulation for the local high school counselors on August 27th. Additionally, we will be hosting a two-day college fair for all Rapides Parish schools on September 30th and October 1st. Because it will be in the heat of construction, we will need additional volunteers to help visitors find the Ballroom. Please be on the lookout for this information. If you see any visitors on campus who need assistance, please help them and tell the rest of your team the same. Abrams Hall has also gotten a face lift. The vinyl has been completed and will be ready by the time President Tate is on campus. Additionally, we will be updating our explore.lsua.edu page video footage. The local videographer will be coming soon August 3rd and the first week of campus. We will have several videos similar to what we currently have, but we will be adding some other videos and each college will have their own now.

- Richard Robinson- absent

- Junetha Silas- absent

- Takeyra Wagner- IET is busy prepping for a lot of integrations and other security features to keep us all up to date.

Motion to end the meeting by TaKeyra Wagner: ended at 1:45 pm

- Motion by: Daniel Manuel
- Seconded by: Kaitlyn Norton