

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

Senators Present: Takeyra Wagner, Titus Belgard, Adam Jonson, Kristen Meche-Miller, Kaitlyn Norton

Absent: Lakeisha Williams

Guests: Michelle Riggs Waller, Cynthia Sandavol, Linda Smith

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 1:02 PM.

Motion to Approve Previous Meeting Minutes

- Moved by: Kristen Miller
- Seconded by: Kaitlyn Norton

Open/Old Business

New Business

- Reviewed Staff Senate Scholarship Application and process for a better future of Staff Senate. We decided we wanted to update the application and ask the applicants to write a letter expressing why they would like to receive this scholarship. In addition, we wanted to add a letter of recommendation requirement.
- Discussed the Boss of the Year Award process and changes for the future voting procedure. The application itself should be sent out much sooner to allow enough time to find community members to vote. It was decided that there needs to be a protocol if there is a tie and that the community members will receive a token of appreciation provided by current Staff Senate members. Lastly, it was decided past winners need to be documented to prevent issues in the future.
- Fundraising- spoke about planning a fundraiser for the future academic year since we have not been able to this year, due to COVID-19.

Other Business/Senator Reports

- Adam Jonson- no athletic events for the first time since December. We will have some events on Monday, Tuesday and Wednesday and an event at Bridgehurt. We are also looking at adding a golf event, social event at the Marksville country club blank name. Men's soccer just won the Conference Championship and will find out on Monday at noon where they will be traveling. They will complete next week in the National tournament. Women's Tennis just moved up in the rankings to number 7. We will host the softball conference tournament the second week of May. Any competition after May the 8th, will be away from campus and postseason.
- Kaitlyn Norton- we recently hired a new Admission Counselor and Recruiter, Trenton Brownlee, who just started. Lorin Chauvin, another Admission Counselor and Recruiter, transitioned to an Online Admissions Counselor. That being said, we are now hiring and beginning interviews for a new Admissions Counselor and Recruiter. April 24th we are having another extended tour day from 10 – 12. This is available for any interested students and their families. We wanted to offer them more Saturday options in case their schedules do not allow them to come to campus during business hours. They can preregister for a more personal experience, but we will accept walk ins, as well. Starting in May, we will transition from offering Saturday tours every weekend to only the first Saturday of each month. This will allow the University Police to open all the building for a better Saturday tour experience and no longer require my staff to be here every weekend. Our first Saturday tour will be May 1st, which will also be Campus Beautification Day.
- Lakeisha Williams- absent
- Kristen Meche- Miller- no updates
- Titus Belgard- the library will have extended hours through 9 pm, beginning the first week of May. We are also going to have a few hours open that Sunday, May 2nd- not sure what those hours are right now, probably 5 – 9pm, but not confirmed. In another half hour or so, Eamon Halpin will be giving a talk on fountain pens in our upstairs classroom. Feel free to come on down to this free event if you feel inclined.
- Takeyra Wagner- we are still working our Cybersecurity Awareness Training because it is not built in house anymore, so we have to make sure it is ready to go before it is released. We had a lot of restrictions on the old one and this new version does not- so we do not want it to be too easy. I am also working on the Title IX training with Daniel.

Motion to end the meeting by TaKeyra, ended at 1:25 pm

- Motion by: Titus Belgard
- Seconded by: Kristen Meche- Miller