

Minutes
HSU Staff Senate
March 14, 2012

CALL TO ORDER

The regularly scheduled meeting of the Henderson State University Staff Senate was called to order at 10:00am in the Caba Room by President Elect Drew Smith.

ROLL CALL

Members Present: Amanda Baker, Yvette Bragg, Martha Bryant, Bettie Buckley, Charlie Fetterhoff, Penny Kinder, Randy McCauley, Beverly Quillin, Brenda Scott, Drew Smith, Karen Spradlin, Annette Summerford, Sharon West,

Members Absent: Stephanie Bailey (p), Anna Eudy (p), Alan Ford, Josie Gordon (p), Josh Hebig, Dan Mabery, David Sesser (p), Deloris Williams

Proxy: Debbie Mead was present on behalf of Stephanie Bailey, Lenette Jones was present on behalf of Josie Gordon, Pam Ligon was present on behalf of Anna Eudy, and Katrina Rogers was present on behalf of David Sesser.

Guests: David Thigpen was present on behalf of faculty senate and Lecia Franklin

APPROVAL OF MINUTES

The minutes from the previous meeting were distributed. Annette Summerford noted that President Jones wanted to have a zero based budget not that we have a zero based budget in the president's report section and a misspelling of "spots" in new business section of the minutes. With these corrections, the minutes were approved on motion by Annette Summerford, seconded by Charlie Fetterhoff.

PRESIDENT'S REPORT

Drew Smith said that he received an email from President Dan Mabery with information that he would like passed along. Drew stated that the university budget committee is reviewing rate increases to cover funding needs for salary increases for faculty and non-classified staff, as well as increasing the supplies and services budget in other areas of the university because at this time the governor is preventing salary increases for classified staff.

The university will also be hosting pre-bid meetings for the new cafeteria this week. The expected completion date for the cafeteria is June 2013.

Drew reported that work will begin on the roof of the Garrison Center soon to repair leaks. These repairs should take care of all the leaks we are experiencing throughout the building.

SUB-COMMITTEE REPORTS

There were no sub-committee reports from any of the committee chairs.

NEW BUSINESS

Drew Smith asked guest, Lecia Franklin, Interim Vice President for Finance and Administration, to speak a little about the budget and budget process. Lecia stated that this has been the first year that she has been in charge of the budget process and that she had done things a little differently and had everyone put their two cents in to find out we think the needs are of the university. She stated that they realized pretty early that the needs were salaries. She said that Kathy Taylor, Director of Human Resources, contacted the state regarding who we could give salary increases to and who we couldn't. They indicated to her that we still have a freeze on classified salaries but if funds were available we could give it to non-classified staff members, so that is what is what they have moved forward with. Currently they have calculated a 3% increase and a 4% increase and are looking at different tuition rates to see what would fund those particular amounts for salary increases. She reported that they are trying to put some money into supplies and services and travel to try to replenish the cuts we had back in 2009. She said that this year, when we had the increase freshmen enrollment for the last two years, we had an increase in tuition revenue but had to hire more adjunct teachers to cover some of the general education classes. She said that they are trying to make sure that the adjunct budget is enough to cover the expenses that we are going to have based on the enrollment that we think we will have in the future. Our enrollment is based on our current student semester credit hours, SSCH, and we are budgeting 97% of that so hopefully if there is a decline in enrollment we will not have to make any adjustments and if we do it will be no more than 3%.

Lecia reported that the board will meet Friday with the new president and they will talk to him about the budget process. She said that on March 28th they will have a budget workshop with the new president and the board. The board will meet on May 2, 2012 to actually approve the submitted budget. The budget committee will meet this afternoon at 1:30pm in the Cabe room and all are welcome to attend this meeting. Lecia said that if anyone had questions at a later time they were more than welcome to call her or come by and see her.

ANNOUNCEMENTS/STAFF CONCERNS

Beverly Quillin mentioned that there were a lot of staff members that attended and participated in Reddie to Serve day on March 10, 2012.

Staff was encouraged to keep Will Wycoff's family in their thoughts. The family expressed that it was important to them that people go online and leave comments. The memorial service will be held at the lake in the late afternoon so that more could attend. Martha Bryant reported that Will worked for Henderson for 17 years. Beverly Quillin asked if Henderson had a bereavement fund. Pam Ligon stated that she did not think that there currently was one but in the past the staff had just taken up donations to send something to the family.

On motion by Beverly Quillin, seconded by Karen Spradlin the meeting was adjourned.

Respectfully Submitted,

Amanda Baker