



Texas Southern University  
**Staff Council**

**MEETING MINUTES**

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September 24, 2009  
11:00 – 12:30 pm  
Hannah Hall, Room 129

*Council Members Present:*

Derrick Wilson, Chair  
Diane Lewis, Co-chair  
Minnie Wolridge, Treasurer  
Lori LaBrie, Secretary  
Olivia Angel  
Deneen Ford  
Nona Honeycutt  
Katie Johnson  
Taiwan Johnson  
Derek Lockett  
Joe Merchant  
Charlotte Washington

Professional/Non-faculty  
Executive/Administrative/Managerial  
Professional/Non-Faculty  
Professional/Non-Faculty  
Skilled Crafts/Service Maintenance  
Technical/Paraprofessional  
Secretarial/Clerical  
Secretarial/Clerical  
Secretarial/ Clerical  
Professional/Non-Faculty  
Skilled Crafts/Service Maintenance  
Professional/Non-Faculty

*Absent:*

Remon Green

Technical/Paraprofessional

**Action Items:**

- Staff Council Athletic Discount for All Sports
- Sodexo- Tiger Lair, \$5.00 Friday Discount for Staff Council Members
- Status of Staff Council Proposed \$5,000 Budget
- Standing Committee Chairs Budget Proposal Deadline (Oct. 8<sup>th</sup>)

Miscellaneous:

- Proposed Staff Council Initiatives

*Opening:*

The meeting of Staff Council was called to order at 11:14 a.m. by Chair, Derrick Wilson

A. It was moved by Taiwan Johnson and second by Derek Lockett to accept the minutes of September 10, 2009.

B. New Issues:

- Standing Committee Proposed Budgets – Deadline of October 8<sup>th</sup> has been set for all committee chairs to submit budget proposals for submission to D. Wilson to be compiled for presentation to Jim McShan.

#### C. Open Issues:

- Athletic Discount- D. Wilson updated members on his proposal to Dr. McClelland, Athletic Director for Council's discount for all athletic events. Proposed that football tickets regularly priced at approximately \$15.00 be reduced to \$10.00, and all basketball game regularly priced tickets be discounted to \$7.00. A.D. responded that he will provide an answer soon. Agreement made would only be valid on tickets purchased prior to the team's respective game days.
- Sodexo Update- Wilson informed that Pablo will update Council by next scheduled meeting of the approval for the \$5.00 Friday proposal. D. Lockett asked that D. Wilson change request to include \$5.00 Fridays in both the student cafeteria and the Tiger Lair.
- Staff Council Budget – D. Wilson informed that an email has already been sent to Brian Dickens, Human Resources and copied to D. Lewis to request an update on the approval of the budget by Council's next meeting. As of this date there has been no response. Wilson will allow another week before forwarding request directly to CFO, Jim McShan for a final answer.

#### D. Old Business:

- See open issues

#### E. Misc. Item for Discussion – Brainstorm of Staff Council Initiatives

- M. Wolridge proposed that Council members consider re-instituting the staff picnic previously established by former President Slade.
- D. Lockett proposed a staff survey of employee concerns for Council to address.
- T. Johnson proposed that Council suggest/implement a spirit day on Fridays. All staff would be encouraged to wear their maroon and gray to show school spirit and support of athletics.
- C. Washington advised that Council set a date for the Forum in accordance with bylaws and that the staff survey be administered at that time.
- J. Merchant informed Council of his concerns with proposed ideas raised that will not work for the custodial employees due to strict practices of the department. He expressed that custodians are paid less than Sodexo workers and if they bring a complaint they are told that they should be happy to have a job. He further feels that there are a lot of issues with the supervisors in the area that are not addressed by University administration. He has exercised his chain

of command to include meetings with Diane Jones, Darrell Bunch, etc., to no avail. D. Ford stressed that he meet with the areas supervisor's one on one before taking the complaint outside of the department. L. LaBrie suggested that if the departmental chain has been exhausted that he also determines others in the area who shares those concerns and all bring the issues to the table for a meeting with the VP of that area.

- O. Angel proposed a combined Christmas party of all university employees. It was mentioned that there was such a party in years past by former Pres. Slade and General Services. Angel stressed importance of all activities of campus be inclusive of all employees including custodians.
- K. Johnson stated that she also had concerns with issues involving the Library.
- D. Ford suggested that SC chair approach supervisors in custodial services for approval of proposed spirit day dress for custodians.
- N. Honeycutt requesting a list of the university chain of command. D. Wilson suggested providing copies of organizational charts instead.
- L. LaBrie proposed addressing the issue of a current staff directory for campus distribution.
- D. Lewis proposed staff recognition for employees that go above and beyond the call of duty. L. LaBrie suggested that all staff be recognized in addition to special recognition of staff. D. Wilson suggested that SC request to be included in retiree reception to provide gifts and acknowledgements on behalf of the Council.
- C. Washington suggested that SC info be provided to Public Relations committee to begin sending out meeting date notices, member photos and for the inclusion of a newsletter. Advised that info be sent out 5 days prior to day of meetings. Wilson addressed proposal in his website presentation.
- L. LaBrie questioned decision of SC in having separate emails for contact. Lockett suggested that standing committee chairs have email addresses set up for their inbox to receive messages on behalf of their committee. Washington suggested that individual email addresses and stated that general consensus be taken into consideration. Advised that whatever voted and decided, she will volunteer to check all correspondence.
- It was moved by D. Lockett to have standing committee chairs have SC contact email boxes and be responsible for checking. Wilson amended Lockett's motion and amended to have access for individuals to click on an issue that would automatically forward to the appropriate committee chair box. Motion and amendment were accepted and approved unanimously by all members in attendance.
- C. Washington suggested having old items on SC website archived for any future reference. Suggestion was accepted and agreed by SC chair.

#### F. Announcements:

- All Standing Committee Chairs need to ensure all budget proposals are completed to turn in to chair by next meeting (10/8/09).
- C. Washington encouraged members to make sure all standing committee chairs are meeting with their members regularly.

#### Adjournment:

T. Johnson moved to adjourn the meeting and it was 2<sup>nd</sup> by co-chair Lewis. Next meeting is scheduled for October 8, 2009.

Minutes submitted by: Lori LaBrie

Approved by: \_\_\_\_\_