

Staff Senate Meeting Minutes
Thursday, March 18, 2021- 1:00 PM

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

Absent: Lakeisha Williams

Guests: Sheila Hudson, Cynthia Thomas, Laura Fowler, Linda Smith, J. Silas

Chaired by: Takeyra Wagner

Minutes Taken by: Kaitlyn Nichols

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 1:03 PM.

Update from Diversity and Inclusion Committee Chair, Dr. Cynthia Thomas, and member, Sheila Hudson

- We are looking at the campus to make sure we are diversified and including everyone. The committee sent out a survey and has been reviewing the data to create initiatives on campus. It did reveal some areas that we need to work on and do better in. Better ADA accommodations facilities for both students and staff was something that was noted. Also, gender issues are another initiative

Open/Old Business

- Staff Senate Scholarship- email sent calling for applications. These applications will be due April 1st. This year we only have the funds available for one scholarship, instead of two, since we were not able to do any fundraisers the past two semesters. The scholarship will be presented at the Employee Recognition Dinner on April 13th. We discussed what the 'proof of enrollment' could be. We all concluded that any proof of

It will not be as big and a full day event like Spend the Day at A, but we will have the admission and financial aid offices open. We will also have tour guides and advisors available to cater to whatever the students need are. Since these dates are after registration begins, we are encouraging the admitted students who attend these half days to already register and bring their schedule or the advisors will mock up a schedule for them. This way we can show them exactly where their courses will be this Fall. Additionally, we are partnering with the City of Alexandria for two events. One of those is happening Thursday, March 25th and is it an ACT Prep Workshop. This will be a Zoom virtual event and will be recorded and live on the City of Alexandria's website for future use. Dr. Rowan and my team will be running this event. The next event is April 22nd and we are hoping to do this in person. It will be a ReadyExpo, similar to a mini college fair. Hopefully, we can utilize the ThinkTank and help students complete their FAFSA or admissions applications. We are very excited to be partnering with the city for these events. We love building our relationship and continuing to be visible as much as possible in the community. Another change is our Saturday tour schedule. In the past, we have offered tours every Saturday, however, we have been unsuccessful in being about to get into the buildings to show. That being said, beginning in May, we will only offer Saturday tours on the first Saturday of every month. That way we can push these dates out to everyone on campus and campus police can unlock the buildings for us. Also, we are looking at trying to add another online application processor to help with the surge of online applications. Lastly, we are making rounds to all the local high schools to see if we can get in and talk to students since we are in the third phase. Anyway, we can get in front of students, we will make it happen.

- , Kristen Meche- Miller- Currently, she is building payment plans. These should all be available first thing tomorrow. We did have a lot of issues with Cashnet, but all adjustments have been made between us and IET. Summer payment plan will definitely be available tomorrow. Fall payment plans will hopefully be available tomorrow. All of these important dates were made into a user-friendly handout. This was emailed out earlier to week to all students. We did receive our second round of CARES dollars. The position at the front desk of Accounting is still available- please send any candidates their way.
- , Titus Belgard- The library is open 8 to 4:30PM during spring break week. The Library will attend Spend the Day at A Saturday from 10 – 2PM. Also, Rusty sent out the library newsletter this week. This will be monthly and include events at the library and other important information.
- , Takeyra Wagner- Moodle will be down 6 am to 1 pm next week. Another update for the wireless network will be happening soon-expect an email. Some students have reached out about training opportunities for their selves covering, Zoom, excel, Moodle, etc. This

is offered for free to students so if you have any students interested, please send my way. They can even book an appointment directly with TaKeyra.

Motion to end the meeting: ended at 1:33 pm

- , Motion by: Adam Jonson
- , Seconded by: Kristen Meche-Miller