Minutes of Meeting  
MSU Staff Senate  
August 14, 2013

The MSU Staff Senate met Wednesday, August 14, 2013 at 10:00 a.m. in Room 189, in the Dillard College of Business Administration Building. Members in attendance were Jennifer Dunn, Jermaine Causey, Dirk Welch, Dr. Michael Mills, Dawn Fisher, Chris Stovall, Lynn Sosebee, Lucy Davis, Gayla Aldrich, Jesika Fisher, Patricia Lowry, Jamie Fowler, Reagan Foster and Peggy Brennan. Dirk Welch, Chair, presided.

Also attending were the following new members of the 2013-2014 Staff Senate: Jennifer Dunn, Angie Reay, Gary Miller.

Present as guest speaker was Dr. Keith Lamb, Vice President for Student Affairs and Enrollment Management.

The meeting was called to order at 10:00 a.m. by Dirk Welch.

Dirk Welch opened the meeting by having all current members and new members of Staff Senate introduce themselves.

1. **Approval of Minutes:**
The minutes of the July 10, 2013 meeting were approved previously by electronic vote by the Staff Senate *(closed)*.

2. **Guest Speaker, Dr. Keith Lamb/Update on Status of Enrollment and Enrollment Initiatives**
Dr. Lamb explained to the members of the Staff Senate the critical importance of enrollment to the institution. The institutional funding from the State of Texas over the last 20-25 years has gone from 70-80% to approximately 20%. Dr. Lamb explained that the two choices for a small university to make-up for the loss of state funding are to either charge the students a very high rate for attendance, or the university needs to grow. The traditional student at MSU would not be able to afford the high rate of tuition and it goes against the mission of the University. Therefore, the university will have to grow to bring in more tuition revenue to cover the loss of funding from the State of Texas. Dr. Lamb presented a PowerPoint presentation *(see attachment 1)* showing the drop in enrollment from 2008-2012 and the planned future growth through 2017. He explained the university has had a decline in enrollment with a loss of 500 students over the last two years (6400 to 5900 students). To stabilize the enrollment at 5900 students we will need an increase in 2013 of new enrolling freshmen and transfer students. It is estimated that we will need 250 new students over last year to stabilize the enrollment at 5900 students. If that goal is achieved, you will see some growth with two large freshman classes in a row. The plan is to grow the freshman class moderately each year until it levels off at approximately 950. The significant growth in enrollment will be seen between 2015 and 2017 (6100 to approximately 7000 students). Also, in the plan is an increase in distance education and graduate programs by 300 students by 2017 to help reach the goal of approximately 7000 enrolled students.
Dr. Lamb explained that in order to increase enrollment we have to identify students and aggressively pursue them to look at MSU. Once students look at MSU and visit the campus we have a high rate of those students of attending. The enrolling freshman class has increased this fall and housing is busting at the seams and there have been approximately 94 spaces reserved at The Grove for the over flow. Dr. Lamb recognized the difficulty, but emphasized the importance of the challenge for faculty and staff to take care of those larger freshman classes for the next couple of years with no increase in budget for the required resources needed to take care of those students.

The following questions were asked by a Staff Senate and were answered by Dr. Lamb:

**Question:** It was noted that there has been an increase in scholarships awarded to incoming students and what role does that play in the process of increasing enrollment? **Answer:** Dr. Lamb explained that the number one thing a student will look at in choosing a college is the cost of tuition and fees and the financial aid package. This was further confirmed by a survey that was given to the 40,000 prospects in the MSU system this past year. Therefore to be competitive with other institutions we are discounting the tuition for students through scholarships. The scholarship budget has been increased from $120,000 to almost $600,000 for this next year. Students will automatically be offered scholarships when they are accepted to MSU based on their SAT or ACT scores and high school ranking. The leveraging of scholarships and grants to students has also changed due to knowing not all students will accept the offers. For example, we have $4 million in Texas grants available, but we offer a total of $6 million knowing $2 million offered to students will not be accepted. The end result is the full amount of $4 million in Texas grants available are utilized to benefit students versus in the past offering only $4 million and wasting $2 million of a recruiting opportunity. In addition, Dr. Lamb noted that MSU was one of four senior institutions in the State of Texas that did not increase tuition and fees for next year.

**Question:** Due to changes in the Pell grant resulting in not being available to many students in the summer, is there anything available to help students to increase summer enrollment? **Answer:** Dr. Lamb explained that students who qualify for Pell grants are allowed a maximum amount of money for the year. In the past a student who used their maximum yearly amount of Pell grant during the fall and spring semesters could borrow against their next year’s fall/spring Pell grant for summer. The rules have changed and students can no longer borrow against their next year’s Pell grant for summer school. The changes in the Pell grant has effected summer enrollment across the country. He further explained that the decrease of summer enrollment at MSU was affected by the following three factors: small fall enrollment base; large graduating class; and changes in the utilization of the Pell grant.

**Question:** Will MSU eventually offer more online courses for degrees? **Answer:** Dr. Lamb said that we are restructuring to allow more online courses. Dr. Robert Clark, Vice President for Administration and Institutional Effectiveness is overseeing the process of bringing more courses online.

Dirk Welch thanked Dr. Lamb for addressing the Staff Senate.
3. New Business:

1. Dirk Welch acknowledged and thanked the departing members of the Staff Senate that have completed their term: Michael Deming, Peggy Brennan, Patricia Lowry, Lucy Davis and Ernest Young. He then welcomed the new Staff Senate members. He distributed the following information to the current members: List of Staff Senate members representing each class and their Term information (See attachment 2); MSU Staff Senate Schedule of Meetings for 2013-2014 (see attachment 3); and Excel sheet showing the current and past members of the Staff Senate (see attachment 4). Dirk Welch noted that the times of the future Staff Senate meetings have changed from 10:00 AM to 2:00 PM on the second Wednesday of each month to encourage more participation by those staff who do not work the 8:00 AM to 5:00 PM work schedule.

2. Dirk Welch explained to the Staff Senate members the Executive Committee is comprised of the four elected officers for the positions of Chairperson, Vice Chairperson, Secretary/Treasurer and Parliamentarian. A handout was given to each of the members explaining the responsibilities of each elected position. Dirk Welch informed the voting members of the Staff Senate the following current members have asked not to be nominated as an Officer of the Executive Committee: Treva Clifton and Chris Stovall.

The elections for Officers of Staff Senate 2013-2014 were held as follows:

- a) Dirk Welch was nominated for the position of Chairperson by Dawn Fisher; Reagan Foster seconded the nomination. There were no other nominations. **Dirk Welch** accepted the nomination and it was approved by unanimous vote by the Staff Senate members serving the 2013-2014 Term.

- b) Dirk Welch called for nominations for the Office of Vice Chairperson. Dr. Michael Mills was nominated by Dawn Fisher; Lynn Sosebee seconded the nomination. There were no other nominations. **Dr. Michael Mills** accepted the nomination and it was approved by unanimous vote by the Staff Senate members serving the 2013-2014 Term.

- c) Dirk Welch called for nominations for the Office of Secretary/Treasurer. Reagan Foster was nominated by Dawn Fisher; Jermaine Causey seconded the nomination. **Reagan Foster** accepted the nomination and it was approved by a unanimous vote by the Staff Senate serving the 2013-2014 Term.

- d) Dirk Welch called for nominations for the Office of Parliamentarian. Dawn Fisher was nominated by Jamie Fowler. Dawn Fisher respectfully declined the nomination. Angie Reay was nominated by Jamie Fowler; Dirk Welch seconded the nomination. There were no other nominations. **Angie Reay** accepted the nomination and it was approved by unanimous vote by the Staff Senate serving the 2013-2014 Term.
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Dirk Welch noted that the new members who attended orientation completed a form noting their preference of which Staff Senate Committee they would like to participate. He requested the current members of the 2013-2014 Staff Senate already serving on a committee to please let him know if they would like to change committees. He informed the members that at the next Executive Committee meeting they would discuss committee assignments.

4. **Old Business:** None

5. **Open Forum:** None

6. **Announcements:** None

7. **Adjournment:** The meeting was adjourned at 10:40 AM. The next meeting is scheduled for Wednesday, September 11, 2013 at 2:00 PM in Room 189, Dillard College of Business.

Respectfully submitted,

/SIGNED/

Peggy Brennan
Staff Senate Secretary/Treasurer
Staff Senate 2013-2014

EEO Class 1 – Officials and Administrators
Dirk Welch – 3rd Term

EEO Class 3 – Non-faculty Professional
Dawn Fisher – 2nd Term
Chris Stovall – 2nd Term
Treva Clifton – 1st Term

EEO Class 4 – Administrative Support
Gayla Aldrich – 2nd Term
Jennifer Dunn – 1st Term

EEO Class 5 – Technicians and Paraprofessionals
Lynn Sosebee – 2nd Term

EEO Class 6 – Skilled Craft Workers
Gary Miller – 1st Term

EEO Class 7 – Service and Maintenance
Jermaine Causey – 2nd Term
Gary Neal – 1st Term

Michael Mills – 2nd Term
Reagan Foster – 2nd Term
Angie Reay – 1st Term

Sue Witherspoon – 2nd Term
Jesika Fisher – 1st Term

Jamie Fowler – 2nd Term
MSU STAFF SENATE
SCHEDULE OF MEETINGS
2013-2014

September 11, 2013
October, 9, 2013
November 13, 2013 (The Priddy Foundation Conference Room – 2nd floor room 274)
December 11, 2013 (The Priddy Foundation Conference Room – 2nd floor room 274)
January 8, 2014
February 12, 2014
March 12, 2014
April 9, 2014
May 14, 2014
June 11, 2014
July 9, 2014
August 13, 2014

All meetings will be held in the Bryant Edwards Conference Center, located in the
Dillard College of Business Administration, room 189 unless otherwise noted. Meetings
will begin promptly at 2:00pm.
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<th>2008-09</th>
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<td>1</td>
<td>Barb Merkle</td>
<td>Pam Midggett</td>
<td>Dirk Welch</td>
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<td>Pam Morgan</td>
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<td>Linda Knox</td>
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<td>Camille Smith</td>
<td>Marilyn Brown</td>
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<td>Jesika Fisher</td>
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<td>Doug Allison**</td>
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<td>Steven Fisher**</td>
<td>Edward Mark***</td>
<td>Jamie Fowler</td>
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Notes:
* Dottie Westbrook was re-elected after a 1-year term, but changed EEO classes & resigned her office.
** Steven Fisher could not fulfill his obligations and had to vacate his senate seat.
*** Doug Allison could not fulfill his obligations and had to vacate his senate seat.
**** Edward Mark could not fulfill his obligations and had to vacate his senate seat.
***** Marilyn Brown could not fulfill her obligation and vacated her senate seat. Jesika Fisher finished the term.
EEO Class 5 gained a representative in September 2009 and lost one in September 2011.
EEO Class 6 lost a representative in September 2011.
EEO Class 7 gained a representative in September 2012.