Meeting Agenda
November 7, 2018

Call to Order: 2018-2019 Staff Senate President Elect, John Mark Bernal
4:04 PM Senate Room, Student Union Building

Officers Present: Jon Mark Bernal, President Elect
Sarah Cuevas, Secretary

1. Administrative Business
   a. Recognition of guests
      i. Shawn - President, Student Government
      ii. Zach- Freshmen representative, Student Body Government
   b. Quorum _____ -- Sarah Cuevas
      i. NOT met -29 senators present
   c. Approve Past Minutes – Jon Mark Bernal
      i. Unable to approve at this time, moved to December
   d. Treasurer’s Report – Ron Baker
      i. Current balance: $31,374.63

2. Due to quorum not being met, Old Business and New Business not discussed.

3. Standing Committee Reports – open to discussion after each report is given
   a. Issues Committee Report – Heather Coats (will call for a vote on telecommuting survey)
      i. Twelve Issues received
      ii. Discussed telecommuting survey, review and send any questions to Heather
         i. Please review
      iii. Non- Compensation work travel
         i. Looking at solutions and
      iv. Person submitted issue who thought they were elected but was not
         i. Solution to coordinate
      v. Parking concern
      vi. Issue with Foreign language continuing translation
         i. Looking at handling this internally
   b. Question asked by David Mondt about access to shared files
      Question about survey use, it is a survey monkey online that is digital
      i. Met twice this month discussed proposal to address voting uses
   d. Elections Committee Report – Madison Proctor
      i. Not present
   e. Scholarship Committee Report – Christi Felton
      i. Awarded 11 scholarships this semester
      ii. Looking to spring applications
   f. PR Committee Report – Raquel Miranda & Morgan Brannon
      i. Event updates
ii. Shared Leadership on January 9, 2018
   i. Contacting speakers and looking at inclusive food options
   ii. Will be seeking volunteers to help out for the event
   iii. Save the date sent out around Thanksgiving
   iv. Next Second Cup will be at Wiggins Complex, will be on FaceBook and emailed
   v. Sending around NEO sign up to confirm that you can participate
   vi. Three more HR Sessions, looking for one first year senator & Third year senator to attend
   vii. Requesting pictures from Distinguished Staff Awards to add to website
   viii. Raquel has t shirts today except for Men's Small
         1. Name Tags should be here next meeting
   ix. Seeking door prizes for HR Series, please send them to her MS Stop

iii. Jon Mark asked Raquel and Morgan to share information about:
   i. Second Cup of Coffee
      1. Suggestion to put signage out at this event
      2. Consider locations and times with high traffic times
   ii. Human Resources

   g. Grievances Report – Margie Ceja
   i. Parking complaint was sent to Issues
   ii. Question asked by Justin Hughes about Parking for graduate students in his office
   iii. Nothing else to report

   h. Nominations – Shelley Johnson & David Cannon
   i. Four items needed from senators
   ii. Need people for Emergency Fund Ad Hoc Committee
      i. Need people from Skilled Crafts/Maintenance/Secretary
   iii. Three campus wide committees have an open seat for:
      i. Student Government Association
      ii. Office of International Affairs
      iii. LGBTQIA Advisory Committee
         1. Provide a short statement of why you are interested
         2. If we do not have volunteers, a Senator will be appointed

   i. Technology Report – Justin Hughes & Levi Johnson
   i. Working with Exec Board on processing Communication
      i. Use sharepoint
      ii. Send to the proper committee and they will channel it
      iii. Requesting updated roster in shared files
         1. *get a hand out of this
   iv. Bravo Board- will remain as is
   v. Calling for a vote on surplus on some items
      1. Get an inventory list

4. Ad Hoc Committee Announcements
   a. Diversity – Dee Nguyen
      i. Attended the SGA meeting
         i. They have agreed to join the Gender-Neutral Resolution
            1. More explanation was discussed about the resolution
            2. Brief concerns were expressed from David Mondt

   b. OP – Katelyn Perry & Kysterli Saldana
      i. Several Operational Procedures were reviewed and will be voted on next meeting
ii. As a whole the Senate can vote to give the OP consent to move forward to approve, but major change would be brought to the Senate
   i. OP 74.6 small grammatical error

1. Special Committee Announcements
   a. Academic Council – Kymberli Saldana
      i. Academic Council calendar 2021-2022 approved
      ii. 2022-2023 were tabled for further review
   b. Faculty Senate – Jon Mark Bernal
      i. Discussed Gender Neutral Language Resolution

8. Open Forum Announcements – open to all Senators

9. Adjourn at 5:00pm

Items not discussed due to Quorum

1. Old Business:
   a. Proposals – Jon Mark Bernal
      i. NEEPA proposal – Jon Mark/David Mondt
   b. Calendar – Sarah Cuevas
      i. Motion to table discussion, received great feedback and will present calendar in December

2. New Business:
   a. Oral History and Preservation Project – Kelly Cooper
   b. Committee Meetings with Kacey – Jon Mark Bernal/Kacey Marshall