

Meeting Agenda
January 9, 2018

1. Welcome & Speaker Introduction – Maggie J. Gilchrest
2. Guest Speaker – Grace Hernandez, Chief of Staff, Office of the President
3. Call to Order 12:02 pm - Maggie J. Gilchrest
4. Administrative Business
 - a. Quorum __32__ -- Sarah Cuevas
 - i. 29 out of 58 for Quorum
 - b. Treasurer's Report – Jon Mark Bernal
 - i. \$22, 610 balance
 - ii. Does not reflect event & scholarships for SP 19
 - iii. Please send in final budgets to Staff Senate -All committees

*brief pause for giveaways

c. Approve Past Minutes – Maggie J. Gilchrest (*did not get approved-moved to February meeting*)

5. Committee Reports – (open to discussion after each report is given)
 - a. Diversity – Dee Nguyen
 - i. Gender Neutral Language meeting this afternoon to follow up on resolution
 - ii. Announced Art Fair
 - b. Scholarship – Emily Everette
 - i. 1/28/19-2/15/19 will notify end of February
 - ii. Working on rubric for Staff Senate Distinguished Staff award, the goal is to present at next Exec Meeting
 - iii. Motion to become a stand-alone committee and not Ad Hoc
 - iv. Read change of verbiage for scholarship and will go to vote: (get a copy)
 - v. Motion to move
 - vi. Senator Hughes motioned:
VOTE passed: all in favor - none opposed

1. Question on The Staff Senate Distinguished Staff award and what is that
 - a. Maggie and Emily explained in detail what this award is for
 - b. Direct people to Staff Senate website to apply
 - c. In Fall 2018 awarded 20 scholarships, \$500 amount
- c. OP Review – Katelyn Perry & Kymberli Saldana
 - i. Motion to make minor changes to be made
 - ii. Floor opened to discussion on minor changes
 1. Senator Robbins asked how minor & moderate changes is are designated
 - a. This is designated by Human Resources
 2. Senator Levi Johnson-asked will senate still report the minor changes
 - a. Answer: Yes, will be in report
 3. David Mondt requested Operational Policies be sent/posted a head of time to review

Motion made by Katelyn to make minor changes within the committee, Senator Shelley Johnson -- second

VOTE Passed- none opposed

David Mondt brought up his thoughts on OP 70.31: feels that ten days is too short and suggested of 20 days. Discusses Insubordination and where is it outlined how bosses should behave.

Shelley Johnson and Margie Ceja second the above point

Rusty David motioned to table this discussion until February, Levi Johnson seconded

Discussion is tabled until February meeting

OP 70.23- Reduction in Force Policy

Floor opened to discussion on the changes do this OP

David Mondt made motion to accept changes & Shelley Johnson second

VOTE: Unanimous vote, opposed- none

*brief pause for giveaways

d. Issues Committee Report – Heather Coats

- i. Brief explanation of issues and how they are submitted
- ii. Fourteen issues have been submitted this year, with five currently open
- iii. Telecommuting Survey- received three issues on this
 1. Please complete survey and Staff Senate will be presented to President
 2. OP is being drafted for Telecommuting
 - a. Floor open to discussion on this
 - b. What is the current status with Telecommuting?
 - i. Currently not a policy and will utilize
 - c. Put survey on social media**
- iv. Accrual of vacation time
- v. Issue with people parking in Bus loading zone by SUB and it is causing

e. Elections Committee Report – Madison Proctor

- i. Currently Nine vacancies
- ii. Elections begin May 20 to
- iii. Nominations are open in April and elected Senators serve a three-year term

6. Old Business:

a. Proposals Update – Maggie J. Gilcrest

- i. Staff Emergency Fund
 1. Briefly highlighted what this is
- ii. “Pop In” from the President
 1. Approved and Dr. Schovanec will pop in to different departments to express appreciation
- iii. Childcare Scholarship
 1. Under review as it is a detailed proposal

2. To help assist employees with a stipend to help with Childcare cost
 - a. In review and has not been denied
- iv. Professional Development
 1. Looking at offering additional opportunities for development and ways to support
- v. If interested in any of these proposals, please email directly the Staff Senate and may see a Draft.

Open Forum Announcements – open to all Senators & Staff Members

- b. Shared the following
 - *SBS bills are due today
 - Red Raider Orientation is hiring for students
 - Issues table available
 - Kerri Shiplet- Student Organizations always looking for Org Advisors
 - Housing & Diversity -program MLK Celebration Jan 22, come & go event with starting with a March at 9:30 am *encourage both ladies to run for senate -submit proposals
 - TRU-planning season for General Research conference, seeking reviewers, volunteers – see the website
 - 2/16/19 Lions Club Pancake Festival
 - Environment announcement from Heather
7. Giveaway/Door Prizes
8. Adjourn at 12:55 PM
 - i. Motion by Shelley Johnson & second by Justin Hughes