

STAFF SENATE
General Meeting Agenda
April 1, 2020
Zoom Call – 4:00 pm

Members present: A. Dixon, A. Deaton, A. Wagner, A. Buck, A. Nunez, A. Davis, B. Sasser, C. Mosher, D. Ballard, D. Cannon, D. Nguyen, D. Burt, E. Everette, E. Wilkinson, H. Coats, J. Thornton, J. Day, J. Kemp, J. Thomas, J. Williams, J. Vega, J. Bernal, J. Duncan, J. Wagner, J. Hughes, K. Ericson, K. Shiplet, K. McCravey, K. Saldana, L. Raschke, L. Gould, L. Lively, M. Proctor, M. Baeza, M. Brannon, M. Villanueva, N. Ham, O. Achourkina, R. David, R. Bain, S. Cuevas, S. Scully, S. Harkey, S. Stockard, T. Fidler

1. Call to Order – *Jon Mark Bernal* 4:00PM

2. Administrative Business

- a. Quorum __yes__ -- *Heather Coats*
- b. Approve Past Minutes – *Jon Mark*
 - i. Motion: D. Ballard, Second: K. Shiplet second, all approve
- c. Treasurer's Report – *Olga Achourkina*
 - i. From Emily ~\$5000 spring scholarships
 - ii. YTD ~\$11000, balance \$14300

3. Old Business

4. New Business

- a. Covid-19 & Campus impact discussion – *Jon Mark*
 - i. Meet with Schovanec last week – collecting questions now
 - ii. Time and leave reporting guidance (see attachments)
 - iii. Still have 170 students on campus, Sam's Place is open, students without laptop should contact Dean and get one through IT maybe, decisions on other fees have not been made
 - iv. S. Cuevas – layoffs?
 - v. L. Gould – glitch in electrical system and turned off office computer, had to get permission to go on campus and turned back on
 - vi. T. Fidler - move desktop to home then VPN in; what software issues?
 - vii. S. Scully – CAD programs licensing
 - viii. Other IT solutions from everyone
 - ix. J. Hughes – entrance exams?
- b. FY 2021 Holiday Schedule update – *Jon Mark*
 - i. We gave a recommendation to HR and they pass it on to HR who gives it to General Counsel
 - ii. Option 3 was top choice, Option 4 was second

5. Committee Reports – open to discussion after each report is given

(Voting reports first)

- a. Constitution & Bylaws – *Kymerli Saldana*
 - i. EEO Requirements for committees (see attached) – K. Saldana read the new revisions
 - ii. Motion to approve: S. Cuevas, second: L. Rashcke, all approve
- b. OP Review – *Kymerli Saldana*
 - i. 3 OP's for review (see additional attachments)

1. Minor revisions approved by committee – 77.03 reporting student deaths and 40.01 equal opportunity and affirmative action policy
2. 79.03 – use of state travel card – language clean up
 - a. Motion: K. Saldana, Second R. Bain, all approve
- c. Elections – *Mari Baeza*
 - i. Nominations Now Open for 2020-2021
 1. Nominations open! Nominate people
 2. Website, Timeline and Process
 3. Paper nominations – new plan discussion
 - a. Special election later once things are normal – Dee knows
- d. Scholarship & Awards Committee – *Chris Mosher*
 - i. Spring Scholarships Update – Selections have been completed
 - ii. DSA Awards Update
- e. Issues – *LJ Gould*
 - i. Veterans extra leave time
- f. Staff Emergency Fund – *Jeff Day*
 - i. Made a decision guide for SEF based on other universities
- g. PR Committee – *Morgan Brannon*
 - i. Working Wednesday – 3/25/20 - Cancelled
 - ii. Tech Advantage Updates – 5/20/20 – Cancelled
 1. Received some stuff but can use it in the fall
 - iii. Send things for social media to be distributed
- h. Diversity – *Keri Shiplet*
 - i. Upcoming Events – LHFSa 2020 Banquet & Diversity Week Postponed/Cancelled
 - ii. Diversity Week postponed and hope to reschedule Senate-sponsored events
- i. Grievances – *Angela Buck*
 - i. No updates
- j. Nominations – *David Cannon*
 - i. No updates
- k. Technology – *Justin Hughes*
 - i. Post scholarship recipients on website

6. Open Forum Announcements – open to all Senators & Guests

- a. Senate offer support something on COVID-19?
 - i. J. Hughes – Junior League has materials and is looking for people to sew
 - ii. K. Ericson – do stuff for people still on campus? Card, food?
 - iii. Donate stuff to TTUPD
 - iv. D. Burt – carry off things that students do not take?
 1. K. Ericson – students are signing up for times to check out but do not know what will be left
 - v. D. Burt – International students? On campus, Hospitality Services is delivering food and offering more vegan/vegetarian options
 - vi. A. Deaton – physical plant workers on campus?
 - vii. Send other ideas on helping out to Jon Mark

7. Adjourn 4:52PM

- a. Motion: L. Gould, second: D. Ballard, all approve