

## Staff Senate Meeting Minutes – April 4<sup>th</sup>, 2018

Meeting called to order at 4:01 pm by Ashlee Brown.

Ashlee turned over meeting to Kelly Cooper and the By-Laws Committee to give refresher on “making a motion” as part of Robert’s Rules of Order. Committee performed short skit to give us an example of how not to make a motion and how to properly make a motion.

Quorum not present. 31 members present.

Billy Tiongco provided the **treasurer’s report** via email. Balance is currently \$21,551 – does not include spring scholarships. Elections has asked for \$500 for watch party. Ashlee needs a vote to increase cost of transition party to \$1700. Votes will be held on budget changes when quorum is present.

No other updates from Constitutions / By-laws

**PR** – Raquel Miranda – has Tech to Town sign up sheet. 6 of 14 have signed up to volunteer. Waiver is necessary if you want to take your kids. Event is April 7<sup>th</sup>. Petty cash is being held and will vote later to buy gift cards for use of recognizing employee spotlight honorees. TechAdvantage – need additional tables. Contact Raquel and/or Kim if you have ideas or need additional information. Ashlee suggested reaching out to new faculty/staff clinic to be represented.

**Elections** – Amanda Adamson – accepting nominations through April 13<sup>th</sup>. Weekly TechAnnounce and mass emails being sent out. We have 25 vacancies. We need more services/maintenance, skilled crafts and tech and para nominations. Ashlee spoke to Operations today. Next week – will meet w/ Operations and provide snacks during break to encourage nominations. Elections May 21-23<sup>rd</sup>. Announcements will be May 25<sup>th</sup>. Will have a watch party in Red Raider Lounge at 10:30. Will also be on Facebook live.

**Grievances** – Steve Maines - no report

**Issues** – Christi Felton - all submitted issues (4) have been addressed and were submitted to Exec for review. All are resolved.

**Scholarships** – Christi Felton - 14 were awarded for spring.

**Technology** – Levi Johnson – new sharepoint site is live. Link is on our website.

Stephanie Bohn – no report for **OP**

Kelsey Jackson – **Diversity** week – speakers were very excited to be present and want to bridge faculty and staff. Tonight – Title IX presentation in Allen Theatre. Tech to Town sign-ups are open. Arbor Day signups are open through SAB.ttu.edu if we want to participate as a group.

**Parking** – Kristin Miller – meet next Monday

**President’s meeting** was cancelled due to basketball in Boston.

**ADA** compliance meeting rescheduled.

**Faculty senate** – Ashlee had to miss and didn't have time to get a replacement. Based on agenda – campus climate committee discussion was continued, e-learning, gender equity council, etc. Maggie Gilchrest is working with their President-Select to continue collaboration through next year.

**Academic Council** – Maggie - major revision to graduation. New “walk early” contract. Students could fail classes and still walk early pending contract. Colleges will have more of a say in what's happening. RSVP system will be implemented after August graduation. Unclaimed tickets will go into a pool. Summer school website is live. Scholarships available for current students in upper division courses. Contact Joshua Barron for additional information. Scholarships are also available through Admissions for Fall 18 freshmen and transfers that want to start early. Contact Admissions for additional information.

**Ethics committee** – Maggie – 2 meetings a year. Emails regarding blogs being sent out. Ethics conference being held in October for anyone that wants to attend. Anyone interested can speak w/ Maggie or Kelsey. Ethics certification courses may be held in the fall. Maggie will send additional information as it becomes available.

**State Staff Senate** – Maggie – working on two issues – 1. Flexibility – working off campus if you're able to. Want a representative from each university. Someone w/ HR experience is preferred. Maggie asked for volunteers. 2. Ombuds – survey was sent. TTU used to have staff ombudsman. Position was cut and staff should now go to HR or EEO. Also looking for volunteers for this issue. Visit w/ Maggie if you're interested.

**April meeting updates:**

- Officer elections – call for nominations in May ; elections in June ; transition in July. Talk to current officers if you're interested.
- Josh Pia motioned that we make an announcement when quorum is reached if it's during the meeting. Daniel Ballard seconded motion. Motioned tabled motion due to lack of quorum. (we need to follow up with Kacey Marshall to ensure we can accept quorum if members come in late)
- Josh asked for additional information about Staff State Senate. Maggie explained that 32 institutions are represented. 5 items were voted on as a point of focus for the year. Conference call (2-3 reps from some schools, 1 from others). Committee was fact finding in beginning. Working towards a summer conference for professional development purposes. State faculty senate exists as well. Working towards more collaboration.
- Angela Buck – Rawls summer business institute – 9 hour certificate for non COBA members. Adrienne Carnes can answer additional questions
- Gender Equity awards are due Friday
- Diversity Excellence awards are due soon as well
- Transfers from 4 year institutions are now eligible for guaranteed transfer scholarships
- STARS scholarship – for students in southern and western most counties of TX. Grad and Undergrad are eligible. Must enroll FT and have gpa of 2.7.

Motion to adjourn – Alan Cushman. Sarah Cuevas seconded. Meeting adjourned at 4:49pm.