

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
 - c. Bylaws & Constitution Report – Kacey Marshall (reading of amendments)
 - 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 & Kymberli 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