

STAFF SENATE
General Meeting Minutes
January 8, 2020
SUB Ballroom 11:30 am

Senators present: A. Deaton, A. Dixon, A. Peterman, A. Buck, A. Nunez, A. Davis, C. Favela, C. Mosher, D. Ballard, D. Cannon, D. Mireles, D. Ngyuen, D. Burt, E. Everette, E. Wilkinson, B. Sasser, H. Coats, J. Kemp, J. Day, J. Bernal, J. Duncan, J. Wagner, J. Hughes, K. Ericson, K. Shiplet, K. McCravey, K. Saldana, L. Raschke, L. Lively, L. Gould, M. Baeza, M. Villanueva, N. Ham, O. Achourkina, R. David, R. Bain, S. Cuevas, S. Scully, S. Harkey, S. Stockard, S. Morales, T. Love

- 1. Call to Order – *Jon Mark Bernal* 12:20PM**
 - a. Explanation of how the meeting will work
 - b. Purpose of Senate is to be a voice for staff on campus
 - c. Introduce officers
- 2. Administrative Business**
 - a. Quorum yes -- *Heather Coats*
 - b. Welcome Guests – *Jon Mark Bernal*
 - c. Approve Past Minutes – *Jon Mark Bernal*
 - i. Motion: J. Hughes, second: S. Cuevas, all approve
 - d. Treasurer’s Report – *Olga Achourkina*
 - i. \$9530 spent, roughly \$20,000 left for FY 2020
- 3. Old Business**
 - a. Staff Community Engagement Hours – *Jon Mark*
 - i. In progress, can staff volunteer using community engagement hours instead of vacation hours, are restrictions, working with Outreach & Engagement Office, supervisor approval, report into Raiders Engaged
 - b. Staff Emergency Fund Update – *Jon Mark*
 - i. In progress, Staff can apply for emergency funding, apply through Staff Senate committee, money from President’s Office
- 4. New Business**
- 5. Committee Reports – open to discussion after each report is given**

(Voting reports first)

 - a. Constitution & Bylaws – *Kymerli Saldana*
 - i. Revise constitution and bylaws
 - b. OP Review – *Kymerli Saldana*
 - i. Review edits made to TTU Ops and get comments and questions back to HR, General Counsel, EEO Office, etc.
 - ii. Review of Fall 2019 OP’s – reviewed 8 Ops in Fall 2019 – 40.08 and 10.05 had major questions
 - c. PR Committee – *Amiee Dixon*
 - i. Host monthly and annual events for staff on campus

- ii. Working Wednesday – 1/29/20 / Physical Plant Room 111/ 2:30 pm
 - iii. Tech Advantage – 5/20/20 / SUB Ballroom / 2-4pm
 - d. Nominations – *David Cannon*
 - i. make committee assignments in Senate and place senators on external committees
 - ii. New Skilled Crafts/EEO Rep for Exec – David Mireles
 - e. Elections – *Mari Baeza*
 - i. Fill vacancies and run elections each year
 - ii. Elections Updates for 2020-2021
 - 1. Website, Timeline and Process
 - 2. Nominations open March 23rd, close April 10th
 - 3. Elections: 5/18/2020 – 5/20/2020 – you can only vote within your EEO classification, candidate info hosted on Senate website and voting website only
 - f. Diversity – *Keri Shiplet*
 - i. Support diversity events for staff across campus
 - ii. Big XII LGBTQIA & Ally Summit and MLK Week
 - iii. Staff Senate Website – Translation powered by Google
 - g. Scholarship & Awards Committee – *Emily Everette*
 - i. Post application, review, rate and award scholarships; award in Spring, Summer and Fall; \$250 for each course up to \$500; must be full time staff; DSA through HR
 - ii. Spring Scholarship Application Information
 - 1. Open 1/31/2020 – 2/17/2020
 - h. Issues – *LJ Gould*
 - i. Help with any issues that are submitted and address them as best we can
 - ii. Can submit anonymously but we cannot follow up after resolution
 - iii. Fall 2019 Issues highlighted
 - 1. Lime scooters, intersection at 15th and Akron issue
 - i. Grievances – *Angela Buck*
 - i. Handle grievances within the Senate
 - ii. Mostly handle absence issues
 - j. Technology – *Justin Hughes*
 - i. Website, Social Media
 - ii. Trivia cards in the center of your tables
- 6. Open Forum Announcements – open to all Senators & Guests**
- a. D. Nguyen - Spring Learning Series – Emotional Wellbeing tomorrow and Managing Stress in Feb – register through Cornerstone
 - b. J. Hughes - Feb 7th National Wear Red Day for American Heart Association
 - c. R. Bain - Undergraduate Research Conference in March – need reviewers
 - d. A. Davis - Student Housing looking for summer student workers
 - e. D. Burt – Bravo Board
 - f. K. Shiplet – need faculty/staff advisors for student organizations

7. Prizes!!
8. Sticker under your chair wins the cup in the center in the
- 9. Adjourn 1:00PM**
 - a.** Motion: J. Hughes, second R. Bain, all approve