

STAFF SENATE
General Meeting Agenda
May 6, 2020
Zoom Call – 4:00 pm

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

1. Call to Order – Jon Mark Bernal 4:02PM

2. Administrative Business

- a. Quorum yes -- Heather Coats
- b. Welcome Guests on Zoom – Jon Mark Bernal
- c. Approve Past Minutes – Jon Mark
 - i. S. Johnson motion to approve, D. Ballard second, all approve
- d. Treasurer's Report – Olga Achourkina
 - i. Scholarship \$5016, ETD expenses 16418, available 13434

3. Old Business

- a. Covid-19 & Campus impact discussion/updates – Jon Mark
 - i. Confusion with emails about university wide town hall – corrected
 - ii. Summer I online, but unclear about summer II
 - iii. Planning for fall
 - iv. IT training extensions based on use of technology/access to IT
- b. Staff Thank you's
 - i. Goodies to staff still on campus

4. New Business

- a. Virtual Town Hall
 - i. E. Everette – good info, wish it would have happened sooner
 - ii. L. Rashcke - let staff know what is happening
 - iii. J. Wagner – confusion about the town hall stating people are not coming back til June, but supervisors are asking people to come back and not providing a clear answer
 - iv. O. Achourkina – university still under Phase IV
 - v. C. Mosher – researchers are coming back? How will people prove they are concerned about returning to campus? Do they have to prove they have an underlying condition or a person at home?
 - 1. Jon Mark will follow up
 - vi. H. Coats – researcher applications, BMC working at 1/3-1/2 capacity to maintain buildings
 - vii. K. Shiplet – Covenant health to offer antibody testing – will staff be required to do it?
- b. 2020-2021 Staff Senate EEO Rep Nominations
 - i. Send EEO nominations to staffsenate@ttu.edu
 - ii. J. Bernal – explain EEO rep role to serve on Exec and
 - iii. Current second and third senators are only ones who can run for EEO
 - iv. If you change jobs, you still represent the EEO class you were elected in
 - v. S. Johnson – sit in on Exec and learn
- c. 2020-2021 Staff Senate Officer Nominations
 - i. Nominations for Officers and EEO Reps will **close Friday, May 22nd**
 - 1. Nominate and then confirm with person if they like it

2. D. Ngyuen – serve as President next year, answer senate email,
3. O. Achourkina – use FOPs, manage money, P Card, Purchase Orders
4. H. Coats – take minutes, track attendance, absence letters, newsletter
- ii. Take nominations for EEO and officers and Dave Cannon help confirm nominations, vote online using a virtual voting method
- iii. R. Bain – can you run for officer and EEO rep? yes – elect officers first, then go from there
- d. Meeting virtually is approved in bylaws and announced it in the newsletter

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

(Voting reports first)

- a. Constitution & Bylaws – *Shelley Johnson*
 - i. Committee descriptions sent to technology to update
 - ii. Trying to figure out online meeting things
- b. OP Review – *Kymberli Saldana*
 - i. 3 OP's for review by Staff Senate and require a vote (see attached)
 1. 61.03 posting notifications on campus proper – updated how to request bulletin boards,
 - a. K. Saldana move to approve, S. Johnson second, all approve
 2. 61.10 space allocation committee – classroom space revision, raider rooms
 - a. K. Saldana move to approve, R. Bain second, all approve
 3. 32.16 exception to spousal hires – faculty senate reviewed and had several revisions, additional of staff, gender inclusive language changes, post hire accommodations
 - a. K. Saldana move to approve, C. Mosher second, all approve
 - ii. 7 OP's were reviewed by committee and are on SharePoint – send comments on Monday
 1. 70.13 – approved by committee
 2. 69.04 – approved by committee
 3. 70.46 – approved by committee
 4. 62.37 – approved by committee
 5. 69.01 – will be reviewed by committee next week
 6. 69.02 – will be reviewed by committee next week
 7. 69.09 – approved by committee
- c. Elections – *Mari Baeza*
 - i. Elections Update for 2020-2021 Senators
 1. Ballot is submitted and website is live but hidden
 2. Elections: open May 18 8AM-20 5PM
 3. Announce new Senators on Friday, May 22nd
 4. Edit website
 - ii. Reach out to EEO we are lacking people in to fill those slots when we return to campus
- d. Scholarship & Awards Committee – *Emily Everette*
 - i. 11 scholarships for Spring 2020
 - ii. DSA Awards Open now: April 20 – June 19 - hr.ttu.edu
 1. Get on website
- e. Issues – *LJ Gould*
 - i. No issues
 - ii. J. Hughes – did we get an issue about comp time?
- f. Staff Emergency Fund – *Jeff Day*
 - i. When are we sending it out? Waiting to roll it out after COVID pandemic. Revise to take into considerations about pandemic.
 - ii. Have a rubric decided, working in committee to decide on COVID revisions

- g. PR Committee – *Morgan Brannon*
 - i. Not doing events
 - ii. Posting to Facebook
- h. Diversity – *Keri Shiplet*
 - i. Committee had planned two programs for diversity week – looking into to doing them online over the summer
 - ii. There are depts developing online opportunities and online recognition for graduates
- i. Grievances – *Angela Buck*
 - i. none
- j. Nominations – *David Cannon*
 - i. Working on nominations for EEO and officers in coming weeks
- k. Technology – *Carlos Favela*
 - i. Elections page with blurbs and pics, working on figuring out how to do virtual elections

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

- a. A. Dixon – virtual commencement – videos live 9AM May 23rd – one video with all 2000 grads, then 12 individual videos for each college – links posted on social media and commencement website
- b. Nominations due my May 22nd – ask people first

7. Adjourn 4:57PM

- a. Move to adjourn S. Johnson, D. Ballard second, all approve