Texas Tech University Staff Senate
General Meeting Agenda
September 1, 2021
4 – 5 p.m.
SUB Senate Room | ZOOM


1. Call to Order – Stacy Caliva
2. Administrative Business
   a. Quorum _____ – Ryan Bain
   b. Welcome Guest: Michele Cordova, MSN, APRN, FNP-C, Department of Family & Community Medicine, speaking on Faculty/Staff Clinic relaunch
      ii. Eligible for all faculty/staff as well as spouses and dependents. No pediatric patients.
      iii. Copy of presentation will be emailed out to Senate
   c. Approve Past Minutes – Stacy Caliva
      i. Parliamentarian explained correct way to approve meeting meetings
   d. Treasurer’s Report – Ryan Bain
      i. Small carryover to FY22
3. Unfinished Business – Stacy Caliva
   a. Academic Council – Sandra Addo
      i. N/A
   b. Employee Work Policy Committee – Stacy Caliva
      i. Some small questions have come to light and been addressed.
   c. Centennial Committee – Stacy Caliva
      i. Will invite them to a Senate meeting to discuss update. Senate members can suggest new ideas for celebration.
4. New Business – Stacy Caliva
   a. FY22 Budget Review and Vote
      i. Treasurer spoken on each line item for the budget. Committee chairs gave details on ways budgeted funds will be used throughout the year.
      ii. Approval: Motion (S. Addo), Second (R. Bain)
5. Committee Reports – open to discussion after each report is given
   (Voting reports first)
   a. OP Review – Peggy Jones & Sean Scully
i. OP 10.03, Suspending Classes and Closing Offices in Severe Weather or Energy Curtailment Emergency Situations (major revisions) – Changes accepted with comments.

ii. OP 10.15, President's Excellence in Diversity, Equity and Inclusion Award (moderate revisions) – Changes accepted.

iii. OP 60.15, Smoke-free and Tobacco-free Environment (moderate revisions) – Changes accepted.

iv. OP 61.28, Construction Projects Costing Less than $4 Million and Renovation Projects Costing Less than $4 Million (major revisions) – Changes accepted.
   1. Contains two revised attachments

v. OP 63.04, Delivery Services (moderate revisions) – Changes Accepted.

vi. OP 72.02, Contract Management Procedures (moderate revisions) – Changes Accepted.

b. Vote to approve with comments from the Senate: Motion (S. Scully), Second (J. Crider)

c. PR Committee – Moriah Gonzales
   i. Tech Advantage
      1. Raised $850 for SEF
      2. Working through survey responses from staff
      3. Working on sending Thank You notes to vendors (sent later this week)

   ii. Senator Spotlights
      1. Reminder to submit will be sent out this week

   iii. New Employee Orientation
      1. HR officially added a second NEO for September 14 & 15 – need two volunteers
      2. Still need volunteers for 2022 NEOs: June, July, and August
      3. New events from 2021-2022:
         a. Movie night at drive
         b. In-person trivia
         c. If any senators have suggestions on events (in-person or virtual), reach out to committee.

d. Scholarship Committee – Taylor Love
   i. Summary of Summer Scholarships
      1. All awarded. Rollover allowed for extra scholarships awarded.
   ii. Looking into if these can be awarded as scholarships instead of payments to reduce SS costs for taxes and fringe benefits
   iii. Fall Scholarship Timeline – Open September 1st, close October 1st
   iv. DSA – one winner chosen, will receive the $800 scholarship sometime soon

e. Diversity – Cristal Sanchez & Lauren McDonald
   i. Sept. 2021 R.E.D. Talks “Back in the Office – Navigating the Pandemic”
      1. RSVP http://bitly.com/Sept2021REDTalk
ii. Feedback from Staff Senate regarding last year’s R.E.D. Talks – Send to committee chairs.
f. Constitution & Bylaws – Shelley Johnson
   i. Look for a proposed Bylaws update at the October meeting
g. Issues – Christian Enevoldsen & LJ Gould
   i. Six new parking issues.
      1. Two completed addressed
      2. Two (employee parking) have been addressed, but came back with questions
      3. One (employee vaccines) – in progress
      4. One (cost of drinks on campus) – came in today, in progress
h. Staff Emergency Fund – Jana Campbell & Liz Lindsey
   i. One applicant awarded in August: $500
   ii. New application came in today to be taken care of by the weeks’ end.
i. Elections – Ben Chamness & Jeremy Haggard
   i. No new business
j. Nominations – Becky Maloney
   i. No new business
k. Grievances – Sarah Cody & Jana Campbell
   i. No new business
l. Technology – Lisa Lively
   i. No new business
m. Caregiver Support Ad Hoc – Becky Maloney (Sarah Cody & Liz Lindsey)
   i. Mother-friendly environment – Updating policies on campus
   ii. Regroup in September to review findings then following up with HR; identifying an updated contact
n. Land Acknowledgement Ad Hoc – Shelley Johnson
   i. Working with Diversity Committee on current draft
   ii. Working on getting “buy-in” from upper administration.

6. Open Forum Announcements – open to all Senators & Guests
   a. Texas Tech Preview – 10/11: Open to campus colleges and departments to host a table at the student resources fair. Invite all high school age students to attend. Contact T. Love with questions.
   b. Dog Day at the URec Leisure pool – Mid-October (last day leisure pool is open).
   c. Campus Life – looking for student org advisors
   d. Service/Maintenance – severely understaffed. Looking to hire soon (full or part time). Please have patience during this time with your questions.
   e. Burkhart Center – lots of events for the Fall semester. The website has a full listing of activities. Contact T. Fidler with questions.
   f. Institutional Advancement – anyone can now donate to SEF online. Contact S. Caliva with questions
   g. Study Abroad – study abroad fair is coming! Encourage students to stop by. Contact B. Kuwitzky with questions
h. National Night Out – have local boys and girls’ club, fire department and police to discuss keep crime rates low. Contact J. Haggard with questions.

7. Adjourn