

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

Attendance: A. Deaton, A. Romero, A. Peterman, A. Prause, A. Nunez, A. Davis, B. Kuwitzky, B. Sasser, C. Bonner, C. Mejia, C. Morris, D. Perez, E. Hansen, F. Haq, G. Cordova, H. Baker, J. Peel, J. Campbell, J. Fidler, J. Haggard, J. Perea, J. Crider, J. Fowler, J. Jimenez, K. McCravey, K. Saldana, LJ Gould, L. McDonald, L. Lively, L. Lindsey, M. Hanza, M. Jenkins, M. Gonzales-Herrera, M. Aycock, N. Wyatt, R. Bain, S. Addo, S. Cody, S. Layher, S. Scully, S. Rhodes, S. Johnson, S. Caliva, T. Fidler, T. Love, T. Dodson

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
    - i. **Reopen on TTU campus. Can address urgent care issues. Offers Telemedicine visits. Offers radiology, lab and pharmacy. Accept all major insurances. Open Monday-Friday 8-12/1-5.**
    - 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