

Texas Tech University Staff Senate
General Meeting Agenda
November 2, 2022
4 – 5 p.m.
SUB Senate Room | Zoom

Attendance: www.staffsenate.ttu.edu/checkin.php

Attendees: Sandra Addo, Anitta Baeza, Jeff Bain, Holley Baker, Melody Bills, Carol Bonner, Jana Campbell, Elizabeth Carroll, Ben Chamness, Sarah Cody, Giovanni Cordoba, Flavia Corona, Lindsey Crowley-Scott, Christian Enevoldsen, Jennifer Fidler, Johnny Fowler, Brandy Ganus, Raquel Gonzales, Marian Gossett, Blaine Grimes, Jeremy Haggard, Marie Hanza, Morgan Hyman, Jose Jimenez, Shelley Johnson, Rachel Kloc, Bethany Kuwitzky, Rodney Lackey, Scott Layher, Rebecca Maloney, Charity Martinez, Chamonix Mejia, Jonathan Montes, Chrissy Morris, April Narbaez, James Peel, Jessica Perea, Amy Peterman, Amy Prause, Anthony A Rodriguez, Vanessa Salazar, Delores Sanchez, Beth Watson, Stephanie West, Nicole Wyatt

1. Call to Order – Sandra Addo
2. Land Acknowledgement
3. Administrative Business
 - a. Quorum Yes – Ben Chamness
 - b. GM: Approve Past Minutes – Sandra Addo
 - i. 16A019 – Staff Senate Operating
 1. Overall Budget: \$46,586.97 (rollover included)
 - a. PR Budget: \$7K
 - b. Elections: \$50
 - c. Diversity: \$2K
 - d. Scholarships & DSA: \$13,863.84
 - e. Supplies: \$1,900
 - f. Exec: \$1,000
 - g. Uncategorized Spent: \$627.30 (FY22 PCard)
 - h. EOPS Promised: \$3,387.16 (to be reimbursed by the President's Office)
 2. Remaining balance: \$16,759.67
 - ii. 31A460 – Staff Emergency Fund
 1. Budget: \$9,612.84
 2. Spent: \$2,570.34
 3. Remaining: \$7,042.50
 - iii. 18R005 – Holding account being used for Credit Card fees, will hopefully be used for the endowment; Unrestricted Funds (Savings/Reserved)
 1. Budget: \$21,767.67 (none spent)

4. Unfinished Business – Sandra Addo
 - a. Academic Council – Jana Campbell
 - i. No Updates
 - b. Meeting with President
 - i. Carol of Lights scheduling email – this message didn’t come directly from Pres Schovanec and wants to make sure this wasn’t received in a good light
 1. We’re having lots of people on campus, ++and they want to security sweep the buildings
 2. They’ll be unloading trailers of equipment in that area for setup
5. New Business
 - a. Centennial Volunteering Update
 - i. University wide volunteering on Nov 5 at the Food Bank – 8:00 AM – 12:00 PM
6. Committee Reports – open to discussion after each report is given
(*Voting reports first*)
 - a. **OP Review – Peggy Jones**
 - i. OP 61.41, Use of University Classrooms and Facilities for Events, has minor revisions: [OP61.41 \(June 2022\).docx](#) (Approved by Committee) no vote needed
 - ii. OP 72.16, Memberships, has moderate revisions: [OP72.16 \(Sep 2022\).docx](#)
 - iii. Motion to accept Ops by Holley Baker
 - iv. Second by Bethany Kuwitzky
 - v. OPs approved by vote of senate
 - b. **Bylaws – Shelley Johnson**
 - i. Updated Staff Senate Constitution
 1. Included language to add “TTU System” on the document
 2. Altered pronouns listed to be non-gendered (they/them) or other terms (the employee / the senator)
 3. Working to make items timeless and generic so that it doesn’t need updated for a while
 4. Altered Senator start/end dates to be August – July rather than July - June
 5. Last updated in 2003
 - c. **Grievances – Sarah Cody**
 - i. Attendance Updates
 - d. **PR Committee – Bethany Kuwitzky**
 - i. Social Media
 1. Join us on Instagram and Facebook! Our tag is texastechstaffsenate
 2. If anyone ever wants Staff Senate social media to post something on their behalf, submit a request to <https://www.surveymonkey.com/r/VWV2Y39>

ii. Senator Spotlights

1. Please remember to fill out the spotlight form if you have not already!
2. <https://www.surveymonkey.com/r/79ZYJ83>
3. Will be looking to encourage those that haven't yet completed this process

iii. Thank you!

1. We appreciate those who were able to attend Happy Hour and Second Cup
2. 40-50 people attended happy hour
3. Looking to have Second Cup quarterly

iv. Look out for upcoming events

1. Volunteering

- a. 2 separate opportunities, sign up form to come
- b. Food Bank: December 8, 2022: 12:00pm – 4:30pm
 - i. Pickup at 12
 - ii. Volunteering 12:30 – 4:00
 - iii. Drop back off at 4:30
- c. Ronald McDonald House: December 15, 2022: 1:00pm-5:00pm
 - i. Guest Chef program where we cook for the residents
 - ii. You must provide your own transportation to this event

2. ELL

- a. January 4, 2023 – open to all staff on campus
- b. Will serve as the January Staff Senate meeting and a luncheon
- c. If you have business in mind that you think would donate a prize, please let me know

3. New Employee Orientation

- a. Volunteer!
- b. Nov 8 NEO volunteer – taken over by Amy

e. Scholarship Committee – Johnny Fowler

i. Scholarships

1. Fall Scholarships closed 10/31.
 - a. Had 13 applications
 - b.

- f. Diversity – Raquel Gonzales**
 - i. R.E.D. Talk: “Missing & Murdered Indigenous Women” with Jodi Voice-Yellowfish
 - 1. NOVEMBER 3, 12:00pm – 1pm
 - 2. Via Zoom
<https://texastech.zoom.us/j/93113624006?pwd=TERIMHZXMnNEaXZYTThVTW5PS1lSdz09>
 - g. Issues – Christian Enevoldsen**
 - i. One new issue submitted; still investigating solution
 - h. Elections – Steven Tucker**
 - i. Welcome Ronda Ingle to the senate replacing a vacancy on Other Professionals!
 - i. Staff Emergency Fund – Jenn Fidler**
 - i. Looking into payroll deductions for staff to donate to SEF
 - j. Nominations – Becky Maloney**
 - i. No new business
 - k. Technology – Beth Watson**
 - i. No new business
 - l. Caregiver Support Ad Hoc – Becky Maloney**
 - i. Making Caregiver Ad Hoc a standing committee
 - ii. *The Caregiver Committee shall be comprised of a minimum of five members of the Staff Senate. The duties of the committee shall be to raise awareness and provide a comprehensive response to caregiver needs for Texas Tech University Staff. This includes evaluating TTU-designated Mother Friendly rooms across campus and partnering with Human Resources and other organizations to identify needs, seek funding, and support and execute caregiver initiatives.*
 - 1. Motion to make the Caregiver Support Ad Hoc Committee a standing committee of Staff Seante – Rebeca Maloney
 - 2. Seconded by – Bethany Kuwitzky
 - 3. Motion passed by vote of the senate
 - iii. Want to do care packages to be given to new parents
 - iv. Hoping to turn the “Mother Friendly Area” into an actual room
7. Open Forum Announcements – open to all Senators & Guests
- a. Pack the Pantry Bingo to benefit Red Raider Foot Pantry is coming back
 - i. Shelley will distribute info on that soon
 - b. Staff Seante Endowment
 - i. Caregiver and SEF likely will grow in the funds they require
 - ii. Hoping to have a fundraiser to raise funds for that endowment

- iii. Want to have an ad-hoc committee to hold fundraising efforts to raise the \$25,000 needed to start an endowment
 - c. Neighborhood cleanup went well last month
 - d. TTU Museum looking for volunteers for “Dino Day”
 - i. Help with crafts, activities, traffic control
 - ii. November 13, mid morning to mid afternoon
 - e. New outdoor fitness format (F45) at the University Recreation Center
 - i. “Soft Opening” for VIP groups before wide opening in the Spring
 - 1. Help train their staff
 - ii. This will be free for staff
 - f. Dec 14 10:00 AM – 11:30 AM in the Dairy Barn
 - i. Winter Open House Party
 - ii. Bunch of Raider Red Meats and desserts
- 8. Adjourn
 - a. Motion to conclude meeting by Bethany
 - b. Seconded by Brandy