

Texas Tech University Staff Senate
General Meeting Agenda
December 6, 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, Lloyd Biles, Carol Bonner, Jana Campbell, Elizabeth Carroll, Ben Chamness, Sarah Cody, Flavia Corona, Jon Crider, Lindsey Crowley-Scott, Christian Enevoldsen, Jennifer Fidler, Jasmine Flores, Johnny Fowler, Brandy Ganus, Raquel Gonzales, Marian Gossett, Blaine Grimes, Jeremy Haggard, Marie Hanza, Feroza Haq, Morgan Hyman, Peggy Jones, Rachel Kloc, Bethany Kuwitzky, Liz Lindsey, Rebecca Maloney, Charity Martinez, Chamonix Mejia, Jonathan Montes, Jessica Perea, Anthony A Rodriguez, Vanessa Salazar, Delores Sanchez, Michael Sonberg, 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
 - c. Treasurer’s Report – Brandy Ganus
 - i. 16A019 – Staff Senate Operating
 1. Overall Budget: \$46,586.97 (rollover included)
 - a. PR Budget: \$6,948.54
 - i. Spent \$51.48
 - b. Elections: \$50
 - c. Diversity: \$2K
 - d. Scholarships & DSA: \$13,775.84
 - i. Spent 1,224.16
 - e. Supplies: \$1,900
 - f. Exec: \$827.50, spent \$172.50
 - g. Uncategorized Spent: \$627.30 (FY22 PCard)
 - h. Excess = \$19,636.97, spent \$5,329.51*, promised \$2750K (second quarter exec EOps, will be reimbursed by the Pres Office)**, remain \$9,307.46
 - i. *Combination of Scholarship & 1st quarter EOPS – the rest of Scholarship amount will come out today or tomorrow for Semi-monthly payroll period – EOPS will be reimbursed by President’s Office.
 - j. **2nd quarter EOPS – reimbursed by President’s Office
 2. Remaining balance: \$19,636.97

- ii. 31A460 – Staff Senate Emergency Fund
 - 1. Budget: \$9,612.84
 - 2. Spent: \$3,484.21
 - 3. Remaining: \$6,128.63
 - iii. 18R005 – Unrestricted Funds (Savings/Reserved)
 - 1. Budget: \$21,767.67 (none spent)
- 4. Unfinished Business – Sandra Addo
 - a. Academic Council – Jana Campbell
 - b. Meeting with President
 - i. Idea for how to promote staff morale (things or money)
 - ii. President Box Office Tickets
 - iii. Travel package to Macy’s Day Parade
 - iv. Possible adding funds to a staff dining plan
 - 1. Though this wouldn’t benefit those working off campus
 - v. Rec membership (esp in the summer)
- 5. New Business
 - a. N/A
- 6. Committee Reports – open to discussion after each report is given
(*Voting reports first*)
 - a. **OP Review – Peggy Jones**
 - i. No Vote Needed
 - 1. OP 72. 17 Procurement of Independent Contractors (MINOR REVISIONS)
 - 2. OP Committee reviewed and approved
 - ii. Vote
 - 1. OP 72.03, Conflicts of Interest Relating to Purchasing, Payments, and Contracts Major revisions [OP72.03 \(Nov 2022\).docx](#)
 - 2. OP 70.20 Conducting Criminal Background Checks for Employment Purposes Major Revisions <https://texastechuniversity.sharepoint.com/:w:/s/OPReview/EcPY8BOAPoNNlnOfaJkdPNUBnbYdW07nB5p21fmddmV1JA?e=OG7oPO>
 - iii. Motion to approve Ops as presented – Holly Baker
 - 1. Seconded by Vanessa Salazar
 - 2. Vote Passes
 - b. **Bylaws – Shelley Johnson**
 - i. No New Business
 - c. **Grievances – Sarah Cody**
 - i. Working with Senate secretary to get out notices
 - 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>
 - iii. Thank you!
 - iv. Look out for upcoming events
 1. Volunteering
 - a. 2 separate opportunities,
 - b. Food Bank: December 8, 2022: 12:30pm – 4:00pm
 - c. Ronald McDonald House: December 15, 2022: 1:00pm-5:00pm
 - i. Guest Chef Program
 - ii. We'll cook for 30 people – plan on making a soup bar
 - iii. Place to stay for families with children in the hospital
 2. Movie Night
 - a. December 21 at 6:00 PM
 - b. Wakanda Forever at Premiere Cinemas
 - c. \$5 / person, capped at 121 people (currently at 30)
 - d. Concessions / restaurants in Premiere are open as normal
 3. ELL
 - a. If you have business in mind that you think would donate a prize, please let me know
 - b. Info from Bethany
 - c. Sub Ballroom, next general meeting will be at ELL
 - d. \$1,000 in door prizes for attendees
 - e. Non-senators to learn about SS, win raffles (one night stay at Double Tree) – info send out probably Friday
 - f. Send out to colleagues
 - g. Guest speaker
 - h. Updated calendar link will be sent out soon by Sandra
 - i. Big public facing event so we try to keep official business to a minimum so can showcase SS to public
- e. **Scholarship Committee – Johnny Fowler**
 - i. Scholarships
 1. Awarded 9 scholarship for Fall 2022 (around \$4,000)
 2. Spring 2023 Scholarship App opens Feb. 1
 - f. **Diversity – Raquel Gonzales**

- i. “R.E.D. Talks – Fentanyl is Fatal: Dispelling the Stereotype”
 - 1. Thursday December 8, 1:30pm – 2:30pm
 - 2. <https://us02web.zoom.us/j/81659571756?pwd=Q3VGNHhN6eUpIjdjRqeFBrQm1oRzhMZz09>
 - 3. Meeting ID: 816-5957-1756 Password:341655
 - 4. ***This event will be postponed
- ii. Working on stuff in January, February, and April

g. Issues – Christian Enevoldsen

- i. Several new issue submitted; still investigating solutions
- ii. In the past 48 hours, more issues with parking than the past few months. Encourage anyone complaining about their parking lot being full, tell them to call Parking. Parking will come ticket them, boot them, tow them. Parking needs to know. 85% complaints in R3. Four cars driving around trying to find a parking lot. But if you call Parking and let them know, that is the only way to change their patrolling. They will come patrol more often.
- iii. Haq said that she couldn’t find a spot and she had a meeting so she called Parking and told them that she had to park in a strange place because of her situation and Parking told her that they’d take care of it.
- iv. We need to report it and that is the only way we can get attention to it. Christian has been told that there’s nothing that Parking can do as far as creating new parking lots or parking garages.
- v. Suggestion from Becky – put link to Parking on website

h. Elections – Jeremy Haggard

- i. No new business

i. Staff Emergency Fund – Jenn Fidler

- i. New applications received and reviewed – 3 since Friday

j. Nominations – Becky Maloney

- i. Adding senators to committee that are missing senators
- ii. Vacancies on OP and Elections – Let Becky know

k. Technology – Beth Watson

- i. No new business
- ii. Will add the link to the Issues page about Parking

l. Caregiver Support Ad Hoc – Becky Maloney

- i. Budget conversation (line-item budget attached)
 - 1. One-time costs to upgrade rooms with sufficient equipment (\$7,000 total for pumps, microwaves, furniture, etc)
 - a. These rooms all have security, so that isn’t an issue.

2. Annual budget of \$1000 for supplies, gift baskets for new parents, etc
 - ii. We do have significant funds (from an unexpected rollover and our other account possibly for starting an endowment) to provide at least the initial one-time funding
 - iii. Motion to approve \$7k one-time funding to upgrade rooms – Peggy Jones
 1. Seconded by Bethany Kuwitzky
 2. Vote passes
 - iv. Motion to approve \$1k operating annual fund for Caregiver Committee – Beth Watson
 1. Seconded by Bethany Kuwitzky
 2. Vote passes
7. Open Forum Announcements – open to all Senators & Guests
 - a. Raider Red’s Food Pantry Fundraiser Bingo 12/9 on Zoom
 - i. Sandra will send out the email again
 - ii. Email your receipt to Allie
 - iii. Food goes to students staying over while hospitality is closed
 - iv. Students who face food insecurity (50%), homelessness, etc.
 - v. If you want statistics, Beth can get that to you, but we can keep it light if you’d prefer
 - b. President’s Holiday Party – 12/14 @ 3pm in Frazier Alumni Pavilion
 - c. Davis College Holiday Open House 12/14 @ 10am in Dairy Barn
 - d. Holly suggestions – gifts other than \$ - family pass to Rec Center
 - e. Marion G – Parking pass
 - f. Bethany – same times as Bingo – Annual BinocTen(?) Fest – German Christmas Fest – pre-party to Candelight at the Ranch (6-7:30)
 - g. Jon (via Sandra) – 14 Tickets – Buddy Holly Center, Monday, December 19th – send email to Sandra if you’re interested
8. Adjourn - 4:53 PM
 - a. Motion – Bethany
 - b. Seconded - Holly