

# Texas Tech University Staff Senate

## General Meeting Agenda

January 4, 2022

11:30 a.m. - 1 p.m.

SUB Ballroom

Senators: Sandra Addo, Jeff Bain, Lloyd Biles, Carol Bonner, Jana Campbell, Ben Chamness, Sarah Cody, Giovanni Cordoba, Flavia Corona, Jon Crider, Lindsey Crowley-Scott, Jennifer Fidler, Jasmine Flores, Johnny Fowler, Brandy Ganus, Raquel Gonzales, Marian Gossett, Blaine Grimes, Marie Hanza, Feroza Haq, Shelley Johnson, Peggy Jones, Bethany Kuwitzky, Rodney Lackey, Scott Layher, Rebecca Maloney, Charity Martinez, Chamonix Mejia, Jonathan Montes, April Narbaez, James Peel, Jessica Perea, Amy Peterman, Anthony A Rodriguez, Vanessa Salazar, Delores Sanchez, Erika Valencia, Beth Watson, Stephanie West, Nicole Wyatt

Guests: Lori Jones, Jose Andino, Makenzee Spruiell, Michele Moore, Donald Ellis, Sondra Beneze, Karina Dozal, Kaitlyn Charette, Rebecca Gililand, Ryan Bain, Maria Castro, Elizabeth Espino, Ashley Robinson, Suzanne Prewett, Dayton Perrin, Jeremiah Baumann, Matthew winfree, Michelle Barrera, Lindsay Rigney, Nathan Stone, Naomi Gonzales, Emily Everette, Diannah Musgrave, Stephanie Eggeling, Victoria Torno, Laci McDermott, Conrado Moreno, Crystal Leal-Lopez, Patricia Phillips, Marjean Pressimone, Leticia Cobos, Sandra Bartkus, Karli Chambers, Rachel Fernandez, Sophia Peña, Joseph Vermillion, Michael Harper, Emily Warren, Maeley Herring, Dee Nguyen, Hailey Walker, Madi Nall, Morgan Chavez-Brannon, Kymberli Saldana, Holly King, Miguel Soto, Olga Achourkina, Elizabeth Dutra, Steph Chebet, Valorie Duvall, Maggie J Gilchrest, Ashlea Reinhart, Nicole Terrell, Chris Mosher, Samantha Luna, sean scully, Jennifer Marciniak, Jasmin Lopez, Diana Wilkinson, Bonnie Morgan, Kathrynne Nail, Emily Chambers, Carly Allman, Susan Tarrant, Antonio Valenciano, Victor Moore, McCaleb Hart, Jonathan Duncan, Athena Baumann, Stacy Caliva, Steph West, Shannon Diaz, Zach Manning, Traci Couch, Matt Saldana, Kailey Kilcrease, Heather Higgins, Crystal Regalado, Aimee Cameron, Laura Webb, Elizabeth Bowen, Magregor McCarley, Diane Johnson, Carol trigg, Yasmin Rey, Michelle Ochoa, Kat Livingston, Bianca Sasser, Isabel Torres, Justine Latham, Becky Perez, Jerylme Robins, Hiss Fujino, Jules Pender, Mason Seyl, David Cannon, Yancy Nunez, Betty Ann Thomas, Melissa Zuniga

Attendance: [www.staffsenate.ttu.edu/checkin.php](http://www.staffsenate.ttu.edu/checkin.php)

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: \$7,000
    - i. Spent \$1,236.77
    - ii. Remaining: \$5,763.23
  - b. Elections: \$50
  - c. Diversity: \$2,000
  - d. Caregiver: \$8,000
  - e. Scholarships & DSA: \$15,000
    - i. Spent: \$5,585.81
    - ii. Remaining: 9,414.19
  - f. Supplies: \$1,900
    - i. Spent: \$1,437.50
    - ii. Remaining: \$462.50
  - g. Exec: \$1,000
    - i. Spent: \$172.50.
    - ii. Remaining: \$827.50
  - h. Uncategorized Spent: \$627.30 (FY22 PCard)
    - i. Excess = \$13,759.67
    - j. 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. Meet with President – Sandra
    - i. Discussed new initiatives with Caregiver Support Committee
    - ii. He apologized for not attending the Everyday Leadership Luncheon and hopes to attend a Senate meeting soon
  - c. Met with Provost – Sandra
    - i. Faculty have provided feedback to their supervisors over the years
    - ii. Looking for ways in which staff could provide feedback to their supervisors
    - iii. This can be tricky as some teams are quite small making it hard to be anonymous
  - d. Centennial
    - i. Lots of events are scheduled
    - ii. Still need to report volunteer hours to help meet to the university’s volunteerism goal
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 (Table 18)**
    - i. Vote in January Meeting
      - 1. OP 67.01 Campus Mail Service (Moderate Revisions)
        - a. Change of address since the office moved
      - 2. OP 79.01 Travel Authority and Definitions for TTU and TTU Employees (Moderate Revisions)
        - a. Using points for free travel means you cannot be reimbursed by the university
      - 3. OP 80.02 Vehicle Rental Office – Checkout Procedure (Moderate Revisions)
        - a. Use of fleet gas card changed
    - ii. Motion to accept by Shelley
      - 1. Seconded by Bethany
      - 2. Vote passes
  - b. Bylaws – Shelley Johnson (Table 4)**
    - i. Approve updated Staff Senate Constitution/Bylaws
      - 1. Make language more inclusive (removing he/she pronouns)
      - 2. Clarify eligibility for Senate memberships (departing and returning staff members, those that leave senate early, etc)
      - 3. Refer to Bylaws since that document more appropriately reflects day-to-day operations
      - 4. Change to dates of Staff Senate terms
      - 5. Motion to accept proposed – Shelley
        - a. Second by Peggy
        - b. Vote Passes
  - c. Grievances – Sarah Cody (Table 8)**
    - i. Working with Senate secretary to get out notices
  - d. PR Committee – Bethany Kuwitzky (Table 1)**
    - 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 for joining us at our events!
- iv. Look out for upcoming events
  1. Volunteering
    - a. Senate and non-senate volunteering groups
  2. Wellness Night at the Rec Center
    - a. Spring semester
    - b. Likely during Spring Break
  3. 2nd Cup of Coffee
  4. Tech Advantage
    - a. May 17, 2023
      - i. Showcasing local businesses and campus offices providing services to staff members
  5. Trivia
  6. Staff Happy Hours
- e. Scholarship Committee – Johnny Fowler (Table 6)**
  - i. Scholarships
    1. Awarded 9 scholarship for Fall 2022
    2. Spring 2022 Scholarship App opens Feb. 1
- f. Diversity – Raquel Gonzales (Table 14)**
  - i. R.E.D. Talk: Fentanyl is Fatal: Dispelling the Stereotypes
    1. January 19, 1:30pm – 2:30pm
    2. Via Zoom
    3. <https://texastech.zoom.us/j/96927111879>
  - ii. R.E.D. Talk: Unbroken Chains: Slavery & Human Trafficking
    1. January 26, 1:30pm – 2:30pm
    2. Via Zoom
    3. <https://texastech.zoom.us/j/92706796364>
- g. Issues – Beth Watson (Table 23)**
  - i. Several new issues submitted; still investigating solution
  - ii. General Parking Update
- h. Elections – Jeremy Haggard (Table 13)**
  - i. No new business
- i. Staff Emergency Fund – Jenn Fidler (Table 26)**
  - i. New applications received and reviewed

