

Texas Tech University Staff Senate
General Meeting Agenda
April 5, 2023
4 p.m. - 5 p.m.
SUB Senate Room

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

Senators: Sandra Addo, Jeff Bain, Holley Baker, Jeremiah Baumann, Lloyd Biles, Carol Bonner, Jana Campbell, Elizabeth Carroll, Ben Chamness, Sarah Cody, Giovanni Cordoba, Flavia Corona, Loni Crosby, Lindsey Crowley-Scott, Jennifer Fidler, Jasmine Flores, Johnny Fowler, Marian Gossett, Blaine Grimes, Jeremy Haggard, Marie Hanza, Feroza Haq, Morgan Hyman, Jose Jimenez, Peggy Jones, Bethany Kuwitzky, Rodney Lackey, Scott Layher, Liz Lindsey, Theresa Madrid, Rebecca Maloney, Chamonix Mejia, Jonathan Montes, April Narbaez, Jessica Perea, Amy Peterman, Anthony A Rodriguez, Vanessa Salazar, Delores Sanchez, Erika Valencia, Beth Watson, Stephanie West, Nicole Wyatt

Guests: Alicia Caicedo-Cavazos, Jennifer Hughes, Richard Meek, Kym Ruiz

1. Call to Order – Sandra Addo
2. Land Acknowledgement
 - a. Discussion
3. Guest Speakers: TTU QEP
 - a. What is Red Raider Beyond OK
 - i. Jennifer Hughes – Office of Planning and Assessment
 - ii. Group of 45 faculty and staff members working on next QEP
 - i. Quality Enhancement Plan
 - ii. Requirement from the accreditor
 - iii. Every 10 years build a plan to enhance the institution’s offering in some way
 - iii. Prior QEPs focused on ethics and global communication
 - iv. Current is on student wellness and mental health
 - v. Seeking feedback from staff to build out this new program
 - vi. Build out the current Beyond OK program for students
 - i. Provide opportunities to self report on mental health
 - ii. Connect students with existing resources
 - iii. Deliver programming to students in relation to mental health
 - iv. Utilizing a chat bot to assist in this
 - vii. Plan will be submitted in Jan 2024
 - viii. Chat bot asking students how they are doing, checking in at regular intervals / during high-stress times
 - ix. Pilot in Spring 2024
 - x. May not require a physical office location

- xi. [Provide Feedback on the QEP](#)
 - i. What happens when conversations go in areas that need more immediate attention?
 - ii. The words students may use to describe their feelings or desires may not be the words that we are looking for.
 - iii. Is this optimized for students with disabilities
 - a. Or those where English is not their first language

4. 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
 - i. Caregiver = \$8K
 - ii. Comms/PR
 - a. Budget = \$7K
 - b. Spent = \$2,790.94
 - c. Remaining = \$3,897.69
 - iii. Diversity = \$2K
 - iv. Elections = \$50
 - v. Exec
 - a. Budget = \$1K
 - b. Spent = \$1,645 (January meeting food split)
 - c. Promised = \$311.37 (MAR Second Cup split)
 - d. Remaining = (\$956.37)
 - vi. Scholarship
 - a. Budget = \$15K
 - b. Spent = \$5,794.71
 - c. Remaining = \$9,205.29
 - vii. Supplies
 - a. Budget = \$1,900
 - b. Spent = \$1,525 (water bottles + shipping)
 - c. Remaining = \$375
 - viii. Operating (Remaining)
 - a. Budget = \$627.30
 - b. Spent = \$627.30
 - ix. EOPS
 - a. Spent = \$7,250
 - b. Reimbursed = \$5,000
 - c. Requested = \$2,250
 - d. Remaining = \$11,009.67
 - ii. 31A460 – Staff Senate Emergency Fund
 - i. Budget = \$9,612.84
 - ii. Spent = \$7,228.05

- iii. Remaining = \$2,384.79
- iii. 18R005 – Unrestricted Funds (Savings/Reserved)
 - i. Budget = \$21,767.67
 - ii. Spent = \$12.79
 - iii. Remaining = \$21,754.88

5. Unfinished Business

- a. Academic Council – Jana Campbell
 - i. Nothing here
- b. March General Meeting
 - i. Multiple employees with one student attending will still only get 1 \$1000 award

6. New Business

7. Committee Reports – open to discussion after each report is given
(*Voting reports first*)

a. OP Review – Peggy Jones

- i. Major Revisions (Vote at General Meeting)
 - i. OP 72.09 Procurement of Goods & Services
 - ii. Vote to approve OP as presented
 - a. Motion by Holley
 - b. Second by Peggy
 - c. Vote Passes

b. Bylaws – Marie Hanza

- i. Working to add language regarding officer stipends

c. Grievances – Sarah Cody

- i. No new business

d. PR Committee – Bethany Kuwitzky

- i. Social Media
 - i. Join us on Instagram and Facebook! Our tag is texastechstaffsenate
 - ii. 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
 - i. Please remember to fill out the spotlight form if you have not already!
 - ii. <https://www.surveymonkey.com/r/79ZYJ83>

- iii. Thank you!
 - i. We appreciate those who have attended our recent events!
- iv. Wellness Night follow up
 - i. 137 attendees
- v. Events for the Spring
 - i. Volunteering
 - a. All staff – Habitat for humanity May 6 or June 10
 - b. Tech to Town - April 14th
 - c. Food Bank - April 19th
 - d. Arbor Day
 - i. Registered
 - ii. April 28th
 - ii. Please volunteer for events
 - iii. Tech Advantage
 - a. May 17
 - b. Working with vendors
 - c. Will order food in April
 - iv. Trivia
 - a. Two Docs
 - b. Looking at Monday the 17th of April

e. Scholarship Committee – Johnny Fowler

- i. Staff Senate Scholarship application review
 - i. Awarding scholarships soon

f. Diversity – Carol Bonner

- i. Working on talking points info sheet for DEI issues stemming from Texas Congressional session
- ii. Funding for RED Raider Talks
 - i. April 17, 2023
 - ii. Texas Women in Higher Education
 - iii. Staff Senate Diversity can sponsor some people to attend
 - iv. Deadline is April 10 to RSVP
 - v. Sandra speaks at 1:00 PM

g. Issues – Beth Watson

- i. There should be year-round daycare available to staff members on campus
 - a. Response: This has been evaluated by HR and Admin and is not currently a viable option for campus, but it will continue to be revisited as time goes.

- ii. There isn't enough parking on campus and too many students park where they shouldn't.
 - a. Response: Parking is aware and has plans to expand parking as they're able, but staff should call and report parking violations when they see them.

- iii. Student assistants having trouble utilizing raider ride after 5pm.
 - a. Response: Please report any trouble with the app to transportation services so they can look at the reasoning/causes for each case and work to improve this service.

- iv. There are too many visitor spots on campus that detract from staff availability (also students parking in staff parking spots).
 - a. Response: There are an increase in visitor spots in some lots, but students aren't allowed to park in them. Staff should continue to follow up on their wait list about parking availability and report any parking violations they're aware of.

- v. There should be a 4 way stop at Canton and Drive of Champions
 - a. Response: There has been a traffic study and plans for that area, but there are no immediate plans to install a stop sign. However, there are long term traffic management plans once the football and baseball stadium construction are completed.

h. Elections – Jeremy Haggard

- i. Nominations are open!
 - i. Shout out to Rachel Kloc for stepping up and helping get things set up
- ii. Officer Elections to happen at May General Meeting
 - i. Send nominations (including self-nominations) to Sandra or Senate email
 - ii. President-Elect Update

i. Staff Emergency Fund – Jenn Fidler

- i. No new business

j. Nominations – Becky Maloney

- i. No new business

k. Technology – Beth Watson

- i. No new business

l. Caregiver Support Ad Hoc – Becky Maloney

- i. No new business

- 8. Open Forum Announcements – open to all Senators & Guests
 - a. Mental Health and Wellness Funding for Academic Units (up to \$15,000)
 - b. REDRaider Talks – April 17th from 8am-3pm in SUB Ballroom
 - c. Undergraduate Research Conference Reviewers – April 11th – shifts vary
 - d. Women and Gender Studies Annual Conference – all day April 21st
 - e. Worldwide Showcase hosted by ICC – April 15th @ Allen Theatre 5-7pm
 - f. URec pool is open
 - g. TTU sites are currently down – having issues
 - h. If you help maintain your department's website / social media and have questions about accessibility, or if you do some form of accessibility education to the campus, I'd love to chat with you.

9. Adjourn

- a. Motion to adjourn – Peggy
- b. Second – Carol
- c. Vote Passes