

Texas tech university Staff Senate™

#YouHaveAVoice



Texas Tech Staff Members,

Thank you to the hundreds of staff members who voted in the Staff Senate general elections! We welcome 21 new senators next month whose names you can see below. The senate also elected officers on June 1 for the upcoming session. Joining President Sandra Addo will be President-Elect Jana Campbell, Treasurer Cristal Sanchez, Secretary Ben Chamness and EEO class representatives Lindsey Crowley-Scott, Lauren McDonald, Johnny Fowler, Jeremy Haggard and Giovanny Cordoba.

Staff senators represent your interests and concerns to the greater Texas Tech community and administration. Each of you is a valued member of the Red Raider family, and you have a voice! Some resources available to you through Staff Senate include the Bravo Board, the Staff Emergency Fund, research into staff-submitted issues, and scholarships just for staff members.

Wreck 'em, Tech!



Congratulations to all our newly elected senators!

Read about the new senators here:

https://www.depts.ttu.edu/staffsenate/elections/index.php



Since March 2011, the Staff Senate's Bravo Board recognizes Texas Tech staff members for a job well done.

Bravo to these staff members who made a difference in May!

April Camacho, Graduate School Richard Woodcock, Electrical and Computer Engineering

Click here to give a Bravo!

STAFF EMERGENCY FUND



Staff Emergency Fund Committee is accepting applications to provide limited financial assistance to TTU staff members who are experiencing a temporary hardship due to a significant life event.

To be eligible for assistance, the staff member must be a full-time or part-time, benefits-eligible, non-faculty Texas Tech University staff member for at least 12 consecutive months prior to the application date

<u>SEF Website | OP 70.47 Staff Emergency Fund | Application | SEF Website | OP 70.47 Staff Emergency Fund | Application | OP 70.47 Staff Emergency Fund | OP 70</u>

We look forward to helping TTU staff in times of need.



A significant amount of work each day is devoted to the education and mentoring of our students, academic research, and the overall advancement of the institution. On behalf of Texas Tech, President Schovanec and Provost Hendrick want to say thank you and extend their deepest gratitude for your commitment to our students and to Texas Tech.

Nominations from deans, chairs and supervisors will be accepted once a month for one faculty member and one staff member to join them for lunch beginning in January 2022. The selections for faculty will be based on contributions and service toward student success, innovative research and creative activities. The selection for staff will be based on performance, innovative actions or recommendations relating to efficiencies, and performing above and beyond standard responsibilities.

Please submit your nominations to Grace Hernandez at grace.hernandez@ttu.edu with a brief summary of why the individual is being nominated. A committee from the Offices of the President and Provost will review and recommend to the President and Provost the faculty and staff members to be recognized at the luncheon. Submissions must be received by the 15th of each month.



Office of Sustainability - Recycling Drop Off

Texas Tech University and the City of Lubbock have partnered to bring a recycling drop-off center to the Tech campus. Find out more about accepted materials and how to prepare your materials for recycling in this newsletter.

https://mailchi.mp/9ea879d2b5f8/ttu col recycling dropoff

Be in the know!

Be the first to find sustainability updates, resources, and tips by signing up for the Office of Sustainability's newsletter. http://eepurl.com/hcj4YD



Transportation and Parking Services launched TECS in September 2019 to provide a way for Texas Tech University employees to have a free way to get around campus while helping decrease vehicle traffic and increase pedestrian safety on campus.

TECS offers free rides to Texas Tech University employees across the TTU, HSC, Texas Tech Plaza, and Downtown campuses every weekday when TTU is open from 7:30 a.m. to 5:30 p.m. Get rides on demand, or schedule a ride from 7 days to 2 hours in advance.

For more information please visit:

https://www.depts.ttu.edu/parking/InformationFor/MobilitySolutions/TECS.php



To support employee outreach and engagement activities that connect the resources of Texas Tech University with those of the community, full-time staff may use up to **16 hours of outreach and engagement service time per fiscal year**, and part-time staff are eligible to use up to **8 hours per fiscal year**.

To have your time volunteering in the Lubbock community considered as time worked through this program, outreach and engagement hours **must be pre-approved** by the employee's supervisor through the Outreach and Engagement Application at https://apps.hr.ttu.edu/OEA/.

For more information on the policy and suggested community partners and activities that qualify as outreach and engagement, please visit the following:

- https://www.depts.ttu.edu/provost/outreach-engagement/Staff/index.php
- OP 70.06, section 3(c)(11):
 https://www.depts.ttu.edu/opmanual/OP70.06.php

Report Your Outreach and Engagement Activities Through Raiders Engaged

University Outreach & Engagement invites you to provide information on any activities (teaching, research, creative activity, or service) you conducted **for**, **in**, or **with** external communities between January 1 and December 31, 2021, through the Raiders Engaged online survey. One of Texas Tech's strategic priorities is to "transform lives and communities through strategic outreach and engaged scholarship," and the information that you provide will help campus leaders evaluate the extent and nature of the university's outreach and engagement activities.

Complete the survey here: Raiders Engaged Survey.

CAMPUS EVENTS



ERS Summer Enrollment dates for Texas Tech University and Texas Tech University System employees are **June 27**th – **July 16**th. Any changes made during this time will go into effect September 1st.

To help answer questions regarding health Benefits, ERS will be bringing back the in-person Benefits Fair and ERS Presentation on July 6, 2022.

The Summer Benefits Enrollment Fair will be held in the Academic Event Center at the Texas Tech University Health Sciences Center at 3605 4th Street. The fair will run from 9:00 am to 1:00 pm, with an ERS representative making a benefits presentation at 10:15am over the 2022-2023 benefits.

ERS will update the Event Calendar https://www.ers.texas.gov/Contact-
ERS/Full-Events-Calendar with full details soon.



Staff Writing Group

The Texas Tech Staff Writing group is an online space where we can come together for an hour of focused, distraction-free writing.

Need to catch up on emails? Have a big proposal to finish? Drafting a presentation? Would you like someone to look over your work before you hand it in?

We are here to help, support, and encourage you no matter what writing project is on your desk.

Join us via Zoom the First and Last Monday of every month.

Please register via Cornerstone
at https://ttu.csod.com/samldefault.aspx under "Staff Writing Group" or email hrttps://ttu.csod.com/samldefault.aspx under "Staff Writing Group" or email <a href="hrttps://tru.edu.network.networ



Now Accepting 2022 Distinguished Staff Award Nominations

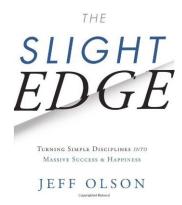
We will be accepting nominations for the 2022 Distinguished Staff Awards until July 8, 2022. Many nominations have already been submitted in an effort to recognize staff for their excellence, leadership, and exemplary service to Texas Tech. This award program is designed to be highly competitive and serves to promote greater individual staff recognition. Human Resources Talent Development, with the support of the Office of the Chancellor and the Office of the President, invites you to recognize an outstanding staff member by nominating them for one of the available staff awards.

To learn more about the Distinguished Staff Awards, to review eligibility criteria, or to nominate an employee or team,

visi https://apps.hr.ttu.edu/dsa/index.php

Please contact Talent Development (806-742-0530) or e-mail awards.recognition@ttu.edu with any questions.

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The Slight Edge Book Club

The Slight Edge is a way of thinking, a way of processing information that enables you to make the daily choices that will lead you to the success and happiness you desire. Learn why some people make dream after dream come true, while others just continue dreaming and spend their lives building dreams for someone else. It's not just another self-help motivation tool of methods you must learn in order to travel the path to success. It shows you how to create powerful results from the simple daily activities of your life, by using tools that are already within you.

Session 1: June 29 from 2-2:50pm

Session 2: July 13 from 2-2:50pm

Session 3: July 27 from 2-2:50pm

All sessions will be via Zoom.

To register, please email hr.talentdevelopment@ttu.edu



Goal Setting with Dr. Chad Smith

Please join us as we hear from Dr. Chad Smith in the Department of Kinesiology and Sport Management on Goal Setting. This is a great way to kick off the summer months, setting goals for all the things you have put aside, until now!

June 23, 2022 from 2-2:30 pm via Zoom

Please register via Cornerstone

at https://ttu.csod.com/samldefault.aspx under "Happy Half Hours" or email hr.talentdevelopment@ttu.edu



Enneagram and Leadership Type 7

Join us as we hear from an Enneagram Type 7 leader on campus. We'll learn what strengths the type 7 brings to a leadership role, the difficult parts about being a type 7 in a leadership, how 7s like to be approached with questions at work. This session will be fun, informational, and a great way to meet an Enneagram type 7 leader. This class is not limited to managers and supervisors, but open to any and all faculty and staff who would like to grow their Enneagram knowledge.

June 8, 2022 from 10-10:30 am via Zoom

Please register via Cornerstone
at https://ttu.csod.com/samldefault.aspx under "Coffee Breaks" or email hrttps://ttu.csod.com/samldefault.aspx under "Coffee Breaks" or email hrttps://ttu.csod.com/samldefault.aspx under "Coffee Breaks" or email hrttps://tru.edu.



Leading Remote Teams

OP 70.49 approved the University access to remote work.

Leading Remote Teams is a course designed to assist leaders and managers in the guidance with remote and hybrid working employees.

Join us as we cover some important topics when it comes to managing remote employees.

Please register via Cornerstone

at https://ttu.csod.com/samldefault.aspx under "Leading Remote Teams" or email hr.talentdevelopment@ttu.edu.



The Library Makerspace is an educational space where faculty, staff and students can explore 3D printing, vacuum forming, stickers and more!

Have an idea for a personal or work project? Just want to play with some spiffy technology or learn a new skill?

Stop by and bring your ideas or curiosity!

https://www.depts.ttu.edu/library/make

The Library Makerspace is offering more online/in-person workshops!

Workshops are free for faculty, staff, students and neighbors.

Cricut: Stickers for National Say Something Nice Day - 6/1 12-2pm - 210 & online - Beginner

Buttons for Pride Month with Button Maker - 6/2 12-2pm - 210 & online - Beginner

Make with Autodesk's Inventor (Intro) - 6/2 5-7pm - 205 & online - Beginner

Make with 3D Printing (Intro) - 6/3 1-2pm - 205 & online - Beginner

Summer Sewing Series: Celebrating Caribbean Heritage - 6/6 5-7pm
210 & online - Beginner

Make with Webcasting and Streaming - 6/8 2-3pm - 205 & online - Beginner

Summer Sewing Series: Juneteenth Bunting - 6/8 5-7pm - 210 & online - Beginner

Make with 3D Printing (Intro) - 6/13 6-8pm - 205 & online - Beginner
Make with Vacuum Forming - 6/14 2-3pm - 205 & online - Beginner
Make with Rhino3D (Intro) - 6/17 4-6pm - 205 & online - Beginner
Make with Code - 6/22 11am-1pm - 205 & online - Beginner
Make with MATLAB - 6/23 5-7pm - 205 & online - Beginner
Make with Robots - Intro - 6/28 6-8pm - 205 & online - Beginner
Summer Sewing Series: PTSD Awareness Day - 6/27 1-3pm - 210 & online - Beginner

Cricut: Celebrating Caribbean Heritage - 6/29 1-3pm - 210 & online - Beginner

Our workshops are a great introduction to the coolest tools for makers of all levels.

Join us this month to play with Textiles, TinkerCAD, 3D printers, programming, button-making and much more!

Register: https://cal.library.ttu.edu/calendar

Catch workshop reruns in the TTU Mediasite Catalog:

https://tinyurl.com/MakerspaceVideos (Search for "Makerspace")

We have moved! Tour our new digs on the Library's 2nd floor in room 210!

Hours: Mon-Fri 10am-8pm

Questions: make@ttu.edu

ShortCourses to Strengthen Your Professional Skills

The TTU IT Division invites you to take advantage of our ShortCourse educational opportunities. These non-credit courses are taught by IT professionals at no charge to TTU students, faculty, and staff members. Courses, presented both virtually and in person at the ATLC, are offered morning, afternoon, and evening to accommodate most schedules. The ATLC is located in the west basement of the TTU Library Building.

These sessions cover a variety of topics and software, including:

- Adobe Products, including Adobe Sign;
- High Performance Computing Advanced Courses
- Microsoft Office Products Beginning to Advanced;
- Specialty Software (Mediasite, Zoom, Mathworks, KACE, Top Hat, etc.);
- SurveyMonkey; and
- Web Design, Site Management, and Content Accessibility.

To review this semester's schedule and to register, please visit www.itts.ttu.edu/training/shortcourses.

If you have any questions, please contact us at ITeducation@ttu.edu.

Computer-Based Training by Skillsoft

The TTU IT Division encourages students, faculty, and staff to explore the Skillsoft Computer-Based Training (CBT) database for free, self-paced, and interactive modules, videos, and practical simulations.

TTU supports a portfolio of more than 4,000 courses covering an extensive library of topics, such as basic-to-advanced technology skills, customer service, financial and general management skills, human resources, and project management.

The TTU HR Training catalog includes courses in the following areas:

- Communicating in a Diverse Environment;
- Customer Service;
- Ethics;
- Interviewing and Hiring; and
- Recruitment and Retention.

CBT modules are excellent resources for professional development, augmentation of academic skills, and personal growth. The Skillsoft educational materials are professional and feature-rich, delivering versatile content through multimedia engagement.

Please visit cbt.ttu.edu to use this valuable resource provided to the TTU community.



We're introducing you to a wide variety of books, themes, and authors to choose from. We will be your accountability and discussion partners! You design the program the way that works best for YOU! Want to start small and read one book in six months? PERFECT! Want to read a book a month? Also PERFECT! You decide to read a chapter a week, but fall behind. No problem! We'll be here to encourage you and cheer you on so you can read and learn in your own way.



Now you can learn and grow on your schedule. Visit the <u>Training Development</u> website to see the wide array of professional development topics available.



Subscribe to the **new** Staff Senate YouTube channel for access to past R.E.D. Talks, updates on what the Senate is doing and more!

Access our channel>>

ABOUT THE SENATE

Who We Are:

- Elected representatives from different EEO classifications on campus
- For a list of current Senators, <u>click here</u>

What We Do:

- We're the voice of staff on campus! We care about:
 - o your issues,
 - your needs,
 - o your ideas!
- General Senate Meeting on the first Wednesday of every month.
 - Next meeting is Wednesday, July 6th at 4:00pm in the Senate
 Room at the SUB.
 - All staff are welcome guests.

Current Senate Initiatives:

Accepting applications for the Staff Emergency Fund

- Continued support of the HR Learning Series
- Continued support of staff education through the Staff Senate
 Scholarship
- Continued support of and implementation of gender neutral language
- Commitment to and continued offerings of educational and engaging programming related to diversity, equity, and inclusion
- Working with administration to address staff concerns. <u>Submit an issue>></u>

Strive For Honor,

Staff Senate Officer Team

Stacy Stockard Caliva, President
Sandra Addo, President-Elect
Julia Wagner, Secretary
Ryan Bain, Treasurer



here: https://www.depts.ttu.edu/staffsenate/newsletters.php.

Our mailing address is:

staffsenate@ttu.edu