

Staff Senate Minutes

Tuesday, December 17, 2013

Call to Order:

Meeting was called to order at 3:03 pm.

Guest Speaker: None for December

Roll Call:

Senator Judy Havermann, Secretary, called the Roll and a quorum was present.

Attendance:

See attached attendance sheet.

Approval of Minutes:

Senator Martina Christie, made a motion to approve the minutes of November 14, 2013, seconded by Senator Tamara McKeel. **MOTION APPROVED.**

Executive Council Comments:

Chair, Senator Garrett Killian Comments

New Senators John Waters and Clinton Smith were introduced. Senator Garrett thanked those who attended the IPAR Strategic Planning event. There is a change in the February meeting date due to the Board of Trustees meeting. The Staff Senate will meet on Tuesday, Feb. 11th instead of Thursday, Feb. 13.

Dr. Melissa Bard is the new VC of Human Resources. She has experience in both the academic and corporate worlds and will start in early January.

Chair-Elect Comments

Senator Mary thanked everyone for the honor of the Chair-elect position. She has been to many meetings and is in the process of setting short and long-term goals

Treasurer Lisa Ormond Comments

As of November 30, 2013, fund balances are:

- State account: Balance: \$1344.53.
- Chancellor's Discretionary Fund: Balance: \$1943.85
- Gail Jordan Scholarship Fund Balance - \$25,082.69 remains the same. Interest is accrued once a year.
- Children of SPA Employees Scholarship Fund Balance - \$3,094.75. Also, \$2,000 in scholarships was awarded this summer.

Secretary Judy Havermann Comments

None

Committee Reports

By-Laws Committee

In January the committee will bring a resolution to add the Scholarship Committee as a standing committee of the Staff Senate, and the Senate will be asked to vote on it.

Communications and Marketing Committee

The committee approved a couple of new perks which can be found on the website. As a reminder, Senators need to add the Senate signature templates to their email. All Senators need to be proactive in promoting those medias as listed.

Diversity Committee

Senator Nedra received and read a thank you from the Thanksgiving family the Senate sponsored. A \$200 gift card and box of groceries went to the family.

Senator Martina had presented a letter to Dr. Horns, VC of Health Sciences, about setting up a committee to explore planning a yearly celebration for those in nursing that are not RN's. The letter was given to Martha Dartt and the committee is being formed.

DSS is requesting supplies for residents in assisted living facilities. Many families do not visit and so it is a sad situation. Senators can bring supplies to Senator Martina or call her and she will pick up.

Human Resources Committee

The committee went to Hope Lodge and cooked a meal for residents on December 4th. They also wrapped presents at the mall to benefit the Humane Society.

Leadership and Professional Development Ad-Hoc Committee

The first leadership session was held and 12 Senators attended the conference. Kellen Mills, HR, attended and will build on what was already accomplished. Kellen leads the SPA orientation where participants are provided with the Staff Senate information cards/brochures.

Membership Committee

The Committee met and determined how many staff we have which is part of the calculation needed to determine the number of senators for each division. The By-Laws does not clarify excused versus non-excused absences. Senator Harold will go back to the By-Laws Committee regarding clarification of this issue. Committee also looked at the emails that will be sent Senators regarding their levels of attendance.

Senator Mary Schiller stated that some of the VC's are disappointed with the level of attendance of Senators at various university meetings or events. She will work with the VC's who will try to help the supervisors understand the importance of Senators attending these meetings/events.

Rewards and Recognition Committee

The Committee's main goal last year was the carnival, but it will not happen again due to a lack of money. Another goal will be to include an additional 10 businesses to be participants of Staff Appreciation Week. They will contact all of the vendors who participated in the Health Walk. Miller-

Motte College is enthusiastic about participating with massages. Staff Appreciation Week will be held April 7 thru 11th.

Scholarship Committee

The Committee met and plans on working with the Communication and Marketing Committee regarding the SPA Scholarship information distribution. They will begin taking applications around mid January.

Old Business

None presented.

New Business

Fiscal Sustainability Committee – Senator Garrett sits on this committee and they are currently gathering information. The Committee will begin to put their report/recommendations together after the winter break.

At the Senate January meeting, Rhonda Anderson, HR, will speak on Community Service Leave and Child Involvement Leave.

Strategic Planning – Forums were held and after the break we will hear some more on the results of those meetings.

Announcements

Next meeting: The next Staff Senate meeting will be held January 9th, in the ECHI Conference Room.

A big THANK YOU goes to Senator Lisa for organizing the holiday social and cookie exchange.

Adjournment

Motion to adjourn made by Senator Kendra Davis, seconded by Senator LuAnn Sullivan. **MOTION APPROVED.** The meeting adjourned at 3:35 pm.

Respectfully submitted,

Senator Judy Havermann, Secretary, Staff Senate

STAFF SENATE MEETING ATTENDANCE

For December 17, 2013

EX-

OFFICIO

	Present
Karen Summerlin	0
Amy Waters	0
Mandee Lancaster	1

ALTERNATES BY DIVISION

ACADEMIC AFFAIRS

PRESENT

A & F and CH - no alternates

0

ATHLETICS

<i>Harold</i>	<i>Robinson</i>	1
---------------	-----------------	---

HEALTH SCIENCES

<i>Bobbie</i>	<i>Harris</i>	1
---------------	---------------	---

RESEARCH/GRADUATE

<i>Christina</i>	<i>Kennedy</i>	1
<i>Suhail</i>	<i>Guzman</i>	1

STUDENT AFFAIRS

<i>Suzanne</i>	<i>McDonald</i>	0	excused work
----------------	-----------------	---	--------------

UNIVERSITY ADVANCEMENT

<i>Renee</i>	<i>Safford-White</i>	0	excused - emergency
--------------	----------------------	---	------------------------

TOTAL 4

SENATORS BY DIVISION

ACADEMIC AFFAIRS

Cyndee	Mueller	1	
Julie	Fowler	0	
Kim	Higdon	1	
Sherry	Bingham	0	excused medical
Jeffrey	Netznik	1	
Lu Ann	Sullivan	1	

ADMINISTRATION AND FINANCE

Kendra	Davis	1
Penny	Doughtie	1
Melissa	Eakes	1
Woody	Edwards	1
Garrett	Killian	1
Becky	Preston	1
Clinton	Smith	1
Travis	Taylor	1
John	Waters	1

ATHLETICS

Greg	Pierce	1
------	--------	---

CHANCELLORS

Derri	Stormer	1
-------	---------	---

HEALTH SCIENCES

Beth	Bengala	1
Arlene	Bowling	1
Paulette	Brown	1
Martina	Christie	1
Bill	Edwards	0
Lisa	Graepel	1
Nedra	Harris	1
Judy	Havermann	1
Tamara	McKeel	1
Mark	Metcalf	1
Rebecca	Gilbird	0 excused - work
Lisa	Ormond	1
Cindy	Reaves	0 excused medical
Mary	Schiller	1
Alicia	Simpson	1
Teresa	Tripp	0 excused medical

RESEARCH/GRADUATE

Rick	Smiley	0
------	--------	---

STUDENT AFFAIRS

Dave	Forrest	1 will be late
Jennifer	Harris	0

UNIVERSITY ADVANCEMENT

Tricia	Reidinger	1
--------	-----------	---