

Regular Staff Senate  
Coastal Carolina University  
Tuesday, November 14th, 2023  
Alford Ballroom, Atheneum Hall

MINUTES

**PRESENT:** Jason Aiesi, Rachael Baker, Sandy Baldrige-Adrian, Katie Bell, Aaron Clune, Vivian Ford, Daniel Hucks, Geoffrey Insch, Crissy James, Ebony McCray, Colleen Meitzler, Hailey Melton, George Pirinski, Kathleen Schipano, Walter Showers, Abby Sink, Jennifer Stewart, Sam Sullivan, Rhonda Toney, Charlie Wilson, and Judith Zang

**OTHERS PRESENT:** Amanda Bailey, Michael Benson, Andrew Dunn, Sara Hottinger, Tom Koczara, and Rein Mungo

Staff Senate President, Sam Sullivan, called the meeting to order at 9:00 a.m.

**1. ROLL CALL**

Roll call was taken by Staff Senate Secretary, Ebony McCray.

**2. APPROVAL OF MINUTES**

- a. No corrections were made to the Staff Senate Meeting Minutes from October 10<sup>th</sup>, 2023. The minutes stand approved as distributed.

**3. SPECIAL ORDER OF THE DAY**

None

**4. SENATE PRESIDENT'S REPORT**

- a. Executive Council Updates
  - Senators were reminded of Master Plan Town Hall sessions on November 14<sup>th</sup>, 2023.
- b. Recent Topics:
  - It was reiterated that the State of South Carolina does not recognize Juneteenth as a holiday.
- c. HREO Updates:
  - HR informed the group that an email with modified work hours for the upcoming Thanksgiving week has been sent.

## 5. UNIVERSITY PRESIDENT REMARKS

- a. An invite to the Feast of Gratitude on November 15<sup>th</sup>, 2023 was shared.
- b. The Senators were informed of the newly approved Coastal Commitment.
- c. Applications for the open Ombuds position have been received and are currently being reviewed.

## 6. TOPICS OF DISCUSSION

- a. Committee Reports
  - The Communications Committee has met to discuss banner, newsletter, and staff senate website.
  - The Membership Committee is currently reviewing senator-constituent ratio.
  - The Policy & Welfare Committee is planning to meet with HR in the near future.
  - The Staff Recognition Committee announced that the Award nomination link can be found on the website.
- b. Open Floor for Discussion  
None

## 7. UNFINISHED BUSINESS

- a. Bylaw Review, Article III
  - It was moved to amend the Bylaws Article III. The affirmative has it and the motion is adopted to amend Article III as stated below:

Article III – Membership  
Section 1. Representation

The Senate is composed of voting members chosen and appointed using the following criteria:

1. Representational Groups will be based on the university's organizational chart. Representational Groups will be broken into subgroups. Representation in Staff Senate will be based on a 1:60 ratio of employees in a subgroup
  - A "staff constituent" is defined as a staff member in a full-time permanent classified, unclassified/athletics, or unclassified/other position, or in a full-time research grant, temporary grant, time-limited, or temporary staff.
2. In the case of representation cannot be found for a subgroup through the standard election, the Executive Committee, at the recommendation of the Membership Committee, may appoint a Senator-at-Large to serve for the representational group.

3. The representational groupings and representative numbers will be determined every year by the Membership Committee, or as is appropriate.

**Section 2. Ex Officio Nonvoting Members**

The Senate will include, as an ex officio nonvoting member, the Head of Human Resources or their designee, the Chair of Faculty Senate or their designee, and the President of the Student Government Association or their designee.

**Section 3. Eligibility to Serve as Senator**

All Senators must be a Coastal Carolina University staff member in a full-time permanent classified, unclassified/athletics or unclassified/other position or in a full-time research grant, temporary grant, or time-limited position.

**Section 4. Eligibility to Nominate and Vote**

Only staff constituents within a representational group are eligible to nominate and vote for Staff Senators representing their group. Self-nominations are welcome.

**9. NEW BUSINESS**

None

**10. ANNOUNCEMENTS/GOOD OF THE ORDER**

- a. Homework
  - Review Bylaws
    1. Remainder of Article III
    2. Article IV
- b. Important Upcoming Dates:
  - Feast of Gratitude on November 15<sup>th</sup>, 2023
  - Park Lighting Ceremony on November 28<sup>th</sup>, 2023
  - Faculty and Staff Holiday Party on December 6<sup>th</sup>, 2023
- c. The next Staff Senate Meeting will take place on December 12<sup>th</sup>, 2023. The location will be shared.

**11. ADJOURNMENT**

There being no further business the meeting adjourned at 10:00 am.

Submitted by Daniela Johnson