

Staff Senate

August 9, 2022
Meeting Minutes

Note: The remarks of the senators and others are summarized and not verbatim. The recording of this meeting is available in the Staff Senate Secretary's office.

PRESENT: Samantha Sullivan; Sharlene Zwing; Ebony McCray; Christopher Carter; Bradley Queen; Sandra Baldrige-Adrian; Brittany Donatelli; Lashia Bowers; Jacqueline Fox; Penny Bell; Abby Sink; Judith Zang; Geoffrey Insch; Lanie Karstrom ; Jennifer Stewart; Matthew Barnes; Michelle M. Lewis; David Klaunder; Brian Hutchinson; Sara Bailey; Rachael Baker; Vivian E. Ford

SUBSTITUTIONS:

ABSENT: Kelly M. Moore; April Betsch; Wendy Singleton; Jean Bennett; Daniel Hucks; Walter Showers;

ALSO IN ATTENDANCE: John Dooley; David Frost; Yvonne Hernandez Friedman

APPROVAL OF MINUTES:

- May minutes voted to approve by the body.
- June minutes: No approval needed due to decorum not being met.

Special Order of the Day:

- Ceremonial passing of the gavel by Sandy Baldrige-Adrian to newly elected Staff Senate President, Samantha Sullivan.
- Sandy Baldrige-Adrian sends thanks to those who served on the Executive Board with her during her time as President of Staff Senate and welcomes the new Executive Board.
- Sam Sullivan sends her thanks to the outgoing members of the Executive Board.

SENATE PRESIDENT REMARKS:

- Executive Council:
 - 8/16 University Convocation and the General Faculty Meeting.
 - 8/19 CINO Tie begins.
- Recent topic submissions:
 - Fac/staff parking update.
 - David Frost noted that 31 of the 41 spots reallocated to Kingston Hall, Williams-Brice, and Singleton lot for fac/staff parking.
 - Dependent Scholarship: Dependents can receive up to \$2500/semester if requirements are met.
 - Juneteenth added to Holiday Schedule: TBD per Holiday Schedule.

- Inquiry about Compression Study and inflation and how CCU is helping Employees.
- July Retreat
 - July retreat went well and senators had a great conversation about the direction of staff senate, what it means to be a senator and how we can be better senators.
 - Discussed starting and Ad Hoc Committee for by laws at the retreat.
 - Motion to create an Ad Hoc Committee for By Laws made by Sandy Baldrige-Adrian and second by Brian Hutchinson. The motion was voted on and passed.
- The November meeting is scheduled for Election Day. The University will be open, and classes are in session.
 - Motion made to move the November meeting to the 3rd Tuesday in November made by Dave Klauder and seconded by Geoffrey Insch. The motion was voted on and approved by the body.
- The December meeting is scheduled to occur during the Board of Trustees meeting.
 - Motion to move the December meeting to December 6th made by Dave Klauder and seconded by Brian Hutchinson. The motion was voted on and passed by the body.

Presentation

- Ron Cassidy presented on EAP
 - www.lifensericeseap.com
 - 843-222-7606

PRESIDENT AND OTHER ADMINISTRATIVE REPORTS:

President Benson:

- Not in attendance.

Provost Ennis:

- Enrollment number listed below are not final!
 - Incoming students 2,766; Enrollment deposits up 4%.
 - 66% of students are from out of state
 - 10,500+ enrollment predicted
 - Transfers are down by about 22%
 - 73% retention rate for freshmen
- University Convocation and Faculty meeting will be livestreamed on August 16th for those who cannot attend in person.

Travis Overton:

- From President Benson:
 - Highest thanks to Sandy as out-going President of Staff Senate. President Benson wanted to highlight a few of Sandy's accomplishments during her term as Staff Senate President.
 - Excited to have Sam Sullivan as newly elected Staff Senate President and to have her be a part of Executive Council.
 - Introduction of the Vice President of Student Affairs, Yvonne Hernandez Friedman, Ph.D.

- Highlighted the new work schedule.
- Shout out to Tom for his research into the new work schedule.
- More special events to come from the President's Office.
- Tuesday August 16th at 10am is University Convocation and breakfast will be served first.
- Thanks to everyone across campus for everything they do.
- Looking to streamline processes across campus; many areas transitioning to Kace Ticketing Systems.
- New Student Convocation on August 23rd. Fac/Staff asked for their participation.

Tom Koczara:

- 4.5-day work week approved. Next week will be an alternative week due to move in.
- 4 day work schedule extended to August 15th. A survey will be distributed for feedback. Looking at further extension.
- Moving and Relocation form automation finalized.
- Holiday calendar coming soon. Juneteenth update is pending.
- Talked about the general increase and the \$1500 bonus.
- The compression study is under way.
- Decision to post process revisited and altered.
- Pilot study underway to change the pay schedule for Graduate Teaching Assistants.

TOPICS FOR DISCUSSION:

In an effort to streamline Staff Senate meetings, but also continue to collect valuable employee feedback data, the Senate will begin referring Topic Suggestions that relate to specific areas of operation to the appropriate person in those areas. The Senate will continue to collect these submissions and will review them in total each semester to determine if there are organizational patterns that should be addressed by the Senate as a whole.

COMMITTEE REPORTS:

Policy and Welfare Committee

- No report
- Seeking chair of committee

Membership Committee

- We have a full senate roster!
- Officer elections and committee assignments are done.
- Looking for a chair of Policy and Welfare.
- Asked to review the award nominees and selection for the Staff recognition Awards
 - 131 nominations total
- The constituent list is coming to Senators by next month.
- Reviewing representative areas.

Communication Committee

- Met and discussed maintaining senate website.
- A Survey about the Staff Senate website coming soon.

Staff Recognition Awards Ad Hoc Committee

- Planning is going well. Event on September 8th at 4pm in the Singleton Ballroom.

Open Discussion

- None

OLD BUSINESS:

- None

NEW BUSINESS:

- None

ANNOUNCEMENTS:

- BOT meeting this week.
- 2 separate catering funds available for departments and areas on campus. Also available is a student matching fund.
- Fac/Staff meal plan email sent.
- Early Childhood Center accepting applications. Email ecdc@coastal.edu.
- Asking for Departments to get involved in Homecoming activities.
- September 2nd is National College Colors Day.
- Next meeting is September 13th at 9am in the Alford Ballroom.

Motion to adjourn by Dave Klauder and Second by Geoffrey Insch with no objections.