

Staff Senate

April 12, 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: Sandy Baldrige-Adrian; April Betsch; Jean Bennett; Chris Carter; Brittany Donatelli-Parks; Vivian Ford; Grace Gavin; Daniel Hucks; Brian Hutchinson; Michelle Lewis; Ebony McCray; Kelly Moore; Walter Showers; Abby Sink; David Speiser; Jennifer Stewart; Samantha Sullivan; Michele Varga; Sharlene Zwing

SUBSTITUTIONS: Scott Dean for Geoffrey Insch; Lanie Karstrom for Roger Brown; Jim Wright for Matt Barnes

ABSENT: David Klauder; Alexis McGarvey; Bradley Queen

ALSO IN ATTENDANCE: Rein Mungo, Amanda Craddock, David Frost, Julianne Cooke

APPROVAL OF MINUTES:

- Approval of the March minutes. Motion made by Jean Bennett and 2nd by Brittan Donatelli-Parks. Motion passed.

Special Order of the Day:

- None

SENATE PRESIDENT REMARKS:

- Microsoft Teams page created for Staff Senate.
- Staff Recognition awards:
 - Jean Bennett chairing the Staff Recognition Ad Hoc committee.
 - Met in March and had a productive meeting.
- Executive Council:
 - Met on April 11th.
 - Reviewed multiple policies.
 - Update on strategic planning.
 - Update on the budget.
 - Construction for the Library Learning Complex is set to begin on May 9th. The G parking lot will be closed and parking spots to be relocated for faculty/staff and ADA. 41 parking spots being allocated to other lots on campus.
 - The Kimble Library project was fully approved.

- Phase 1 for PGA approved.
- ITS is working to transition from Web Advisor to Self-Service Portal.
- Recent topic submissions:
 - Inquiry about who to contact about flags on campus being at half-staff.
 - Multiple suggestions on potential ways to increase participation in blood drives on campus. Susannah Marshman is working on this.
- Reminders
 - Please read your emails and share information with your constituents.

Presentation

- State budgeting process by David Frost.

PRESIDENT AND OTHER ADMINISTRATIVE REPORTS:

President Benson:

- Not in attendance.

Provost Ennis:

- Commencement taking place on May 6th and 7th
 - Multiple commencement events happening throughout the week.
 - Visit the commencement website for more information.
- Attending a hearing at the Commission of Higher Education in Columbia later today.
- Update given on the transition happening in Academic Affairs.
- Thanks to everyone who participated in Giving Teal Tuesday.

Travis Overton:

- Strategic Planning
 - Working groups working through to determine priorities.
 - Surveys will be coming out soon.
- SILA awards happening on April 18th. The event is open to the public.
- April 21st is John Brong Campus Planting Day.
- May 12th is the State Service Awards and the Employee Picnic.

Tom Koczara:

- Telephone tree, ticketing system and website changes for HR launched.
- This week is Student Employee Appreciation week.
- Background checks are moving slowly through the state system. Working with procurement to find an emergency substitute vendor.
- Projects:
 - Reviewing student pay rate.
 - Automating the moving and relocation form.
 - Staff Recognition awards moving forward.
 - Automating bonus form.

- Transition from Web Advisor to Self-Service Portal.

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

Membership Committee

- Met last week.
- Working with Institutional Research to get a monthly constituents report.
- Meet representation during the summer.

Communication Committee

- Presented on Take Your Daughter/Son to Work Day.

Open Discussion

- Senators were given the opportunity to bring any questions to the floor.

OLD BUSINESS:

- None

NEW BUSINESS:

- None

ANNOUNCEMENTS:

- Brittany Donatelli-Parks thanks everyone who helped with the concert.
- April 28th is Finals Frenzy.
- CINO Day is April 22nd from 5-10pm
- 4/12-13 Research competition
- 4/18 SILA awards
- 4/20 Earth Fair/ Film Canada
- 4/21 John Brong Campus Planting Day
- 4/23 TED X CCU
- 4/28 Latinx Summit

- 4/28-5/6 campus salvage collection period
- 5/14 Campus Salvage Sale at the PODS parking lot from 7-9am
- BOT meeting May 6th and 7th
- May 7th is University Commencement
- Check the Cultural calendar
- Next meeting May 10th at 9am in the Alford Ballroom

Motion to adjourn by Sharlene Zwing and seconded by Jim Wright and Michelle Varga. With no further business, the meeting adjourned at 10:38am.