

Executive Team Meeting  
Date: October 17, 2022 / Location: R 318

- I. Call to Order: 2:00 pm
- II. Roll Call: Jeni Maple, Jennifer Moore, Stacey Estep, Tony Lehring, Ami Towne, Kelly Hawthorne-absent
- III. Approval of the minutes
- IV. Officer Reports:
  - i. Chair-Jeni Maple reports that she was very pleased with the number of staff that attended the Town Hall Meeting. The next Town Hall meeting will be for students. The Strategic Planning Committee is in the process of gathering and compiling data and Soliciting ideas.
  - ii. Co-Chair-Tony Lehring Reported that the Financial Aid office are planning to send out Financial Aid information soon. Tony asked questions concerning the budget for the “Unsung Hero” recognition Award. Jeni Maple verified that the extra budget provided by the university is only for the annual Staff Senate awards. Tony also reported on the Nomination & Recognition Committee discussions.
  - iii. Past Chair-Alicia Ridenour Reports that there will be a meeting with Committee Chairs after homecoming on October 26, 2022 at 11:00 am.
  - iv. Treasurer-Ami Towne had nothing new to report.
  - v. Archivist-Stacey Estep had nothing to Report
  - vi. Parliamentarian-Jennifer Moore reminded everyone that open enrollment was going on and would stay open until October 31, 2022.
- V. Old Business-refer to previous meetings’ minutes
- VI. New Business
  - i. Homecoming- Jeni Maple stated that a photo booth will be set up at “Lunch on the Lawn,” from 11:00 am to 1:00 pm. Alumni buttons will also be available at that time. She also stated that there has been a good response from staff on donating baked goods for Homecoming on Saturday.
  - ii. Shared Governance-Kate Shannon recommended Shared Governance be added to the Staff Senate Constitution and Handbook to ensure that Shared Governance will always be a part of Staff Senate.
- VII. Discussion Items
  - i. Guest Speaker Dr. Golden discussed Criteria that will pertain to staff. She recommended each department update their webpages and set goals for their staff and a way to evaluate their performance. Dr. Golden stated that some staff would be questioned during the peer review and suggested that staff be given sample questions that might be asked during the review.
  - ii. Jeni Maple asked if Dr. Golden and Susan Ronnenburg would be willing to attend a Staff Senate meeting and present a sample of the questions to the staff at large.
  - iii. Alisha Ridenour brought up how online students aren’t included in many programs that face to face students are included in. She feels that the Strategic plan seems to be focused on face to face students. She feels that online students should be more of a priority.
  - iv. Ami Towne suggested that it go an agenda item for the meeting with President Newsom.
  - v. Jeni Maple asked what the Executive Team’s feelings are on Flex schedules for student service offices, to better serve online students who live out of state on

different time zones or that have work schedules that don't allow them to contact the offices during normal 8 to 5 business hours.

- vi. Tony Lehring was not supportive of flex schedules. Treasurer Ami Towne was also not in support of flex schedules. Both feel that the staff required to work the flex schedules don't get compensated enough currently to be required to work a flex schedule.
- vii. Jeni Maple stated that she would want it to be on a volunteer basis only not required.
- viii. During this discussion the staff Teleworking Policy was brought up. Many around campus including the Executive Team don't feel there is equality between Faculty and Staff pertaining to the Telework Policy. There were discussions of incidents that HR was contacted about staff working flex schedules or teleworking that never got past the discussion stage. This issue is on the Agenda for the regular Staff Senate meeting on October 27, 2022

VIII. Announcements

- i. Next committee meeting date: December 12, 2022

IX. Adjournment Motion Stacey Estep, Seconded by Jennifer Moore. Motion passed unanimously 4:00 pm