

Staff Senate Meeting Minutes  
Date: November 17, 2022 / Location: Russell 100 and Zoom

- I. Call to Order 2:00 pm
- II. Roll Call

Senators: Teriki Barnes, Stephanie Davison, Stacey Estep, Stacey Hunkapillar, Stefan Kells, Jerry Knight, Tony Lehring, Jeni Maple, Craig Musgrove, Alisha Ridenour, James Sutton, Amit Towne, Cody Wood Absent: Austin Harman, Kelly Hawthorne, Jennifer Moore, Shawn Ridenour, Natalie Weaver

Members: Amanda Sparacio, Debbie Maness, Christi Gaines, Danna Collins, Susan Trombley, LaDawn Bisson, Susan Hodson, Emma Williams, Karen Vazquez, Amy Ramos, Judy Morgan, Jamie Wood, Katy Davis, Missy Stimpkin, Anna Hicks, Michelle Hornbeak, Nicolas Posekany, Angel Winter
- III. Approval of the minutes from October 27, 2022- Minutes -passed unanimously.
- IV. Campus Spotlight: Website and directory update process (Anna Hicks and Michelle Hornbeak): Our office does the website update, Social Media, Publication/Graphics and Special Projects, Directory-have a conversation with your department about this-IT is the one who can help with this. Power Point Presentation was presented.
- V. Officer Reports
  - a. Chair Jeni Maple: Strategic Planning Committee-continuing to meet and going through town hall and web forum. Student townhall was on November 7 and went pretty well. Received Invitation from Athletics to the Spring basketball game for recognition-Jeni will send a poll out to staff senate members to see what day works best for us. Email a sign up sheet for supervisor mentor program will be sent out. Reminder-W2 will be ready Jan 31, 2023 and confirm you receipt of w2. Care team update: Email about 306.92 balance. Since Jan 2017 12 966.52. This is a Fantastic Team and have spend all but 306.92 of that.
  - b. Chair-Elect Tony Lehring: Student Employment meeting set for second time. Deadline of March 1<sup>st</sup> for budget request etc. Student Certifications Form is the next item make more streamlined. If you have concerns please let Tony, Ami or Stephanie know.
  - c. Past Chair Alisha Ridenour: Nothing to report
  - d. Archivist Stacey Estep: Working on getting Website Updated
  - e. Treasurer Ami Towne: Budget 120.00 donation homecoming Balance \$7,941.89 cents. Staff Senate Skirt for Events.
  - f. Parliamentarian Jennifer Moore: Reminder about W-2 Roberts Rule of Order-we don't have to have a Motion to approved minutes.
  - g. Secretary Kelly Hawthorne: Absent
- VI. Committee Reports
  - a. Committee on Committees (Chair: Alisha Ridenour) Nothing to report
  - b. Nominating and Recognition Committee (Chair: Natalie Weaver) 25 submissions already for UNSUNG HERO award. ECO WHO? Decorating Door Contest and there were a lot of very talented and creative doors. Door 1<sup>st</sup> Place-Admission and Recruitment 2<sup>nd</sup> Place-Student Wellness and Honorable Mention was Teachers Education Services.
  - c. University Affairs Committee (Chair: Shawn Ridenour)- Last meeting was focused on Telework policy.
- VII. Old Business-see October 27, 2022 minutes for details
  - a. Voting Items

- b. Discussion Items
  - i. Homecoming update
  - ii. Staff role in HLC accreditation
  - iii. Telework update/concerns
- VIII. New Business
  - a. Voting Items
    - i. Resolution Regarding the Addition of Shared Governance to Staff Senate Constitution and Bylaws Motion made to approve by Stacey Hunkapillar and seconded by Stefan Kells. Motion passed unanimously.
    - ii. Resolution Regarding the Addition of Shared Governance to SE Employee Handbook Motion made to approve by Ami Towne and seconded by Tony Lehrling. Motion passed unanimously.
    - iii. Resolution Regarding Communication of the Telework Policy to Staff and Faculty Motion made to approve by Tony Lehrling and seconded by Stefan Kells, Motion passed unanimously.
  - b. Discussion Items
    - i. Holiday Stipend – pay on Nov. 18
    - ii. Shared Governance forum Feb. 9
    - iii. Academic Calendar 2022-23
- IX. Announcements
  - a. Next Executive Committee meeting with administration: November 28
  - b. Next Executive Committee meeting date: December 6, 2022
  - c. Next Staff Senate meeting date: December 15, 2022
- X. Adjournment Motion made by Stephanie Davison and seconded by Stacey Hunkapillar. Motion passed unanimously. 3:03 pm