



Meeting Date: November 3, 2016

Presiding Officer: Chair Ryan Wilson

The Staff Senate held the November session on Thursday, November 3, 2016, in PSU 313. Chair Ryan Wilson called the session to order at 11:00 a.m.

Substitutes: Britni Turner for Jeremy Wright, JF 1; and Brian Henry for Shawn Brower, JF 2.

Absences: Brian Edmond, Dir Staff Rel; Kelly Bridges, JF 1; Shelly Deckard, JF 1; Brenda Stewart, JF 1; Moussa Dembele, JF 2; Addie Douglas, JF 2; Sue Camp, JF 4; Priscilla Childress, JF 4; and Kelsie Young, JF 4.

Guests: none.

APPROVAL OF MINUTES

The October minutes were approved as posted. (Senator Henry moved)

ANNOUNCEMENTS

Open Enrollment for benefits reminder.
Health Risk Assessment reminder.

CHAIR REPORT – RYAN WILSON

Staff Senate Executive Board meeting with the President:

1-Staff Satisfaction Survey—working to prepare the survey to coincide with the Faculty Concerns survey of faculty. Chair Wilson will be forming a workgroup to look at areas of staff interest for a survey of 50 or less questions. If you are interested in serving, contact Chair Wilson.

2-FLSA time recording begins November 16.

3-Bearfest Village—the fourth event is complete and will be the final. Chair Wilson thanked the Activities Committee and all who worked on it.

CHAIR ELECT REPORT – ROB MOORE

Financial update—

Operating Account

Current: 8,249.95

Pending Denim Day donation and other non-posted charges.

Non-Operating Account

Current:

209.51

Foundation Account

Current:

7,482.58

PAST CHAIR REPORT – CHRISTINA BOWLES

No report.

Secretary Report – Sandy Johnson

No report.

DIRECTOR OF STAFF RELATIONS – BRIAN EDMOND

Chair Wilson gave the report

Standing Committee Reports

Administrative Professionals Forum Committee—An Office 365 Workshop for Administrative Professionals Part 2 is planned for December 2nd and 5th. We will post a flyer on the Staff Senate website soon, and email Job Family I. Also, please feel free to email any future forum ideas to Staff Senate.

My Ideas Committee – submit proposals to Staff Senate or visit (the link).

Public Affairs Committee (Christina Bowles)—November 10, 2:30 pm is the next meeting. Holiday health drive is being planned. Charities will include: Isabel's House Crisis Nursery of the Ozarks, Diaper Bank of the Ozarks and Rare Breed. There will be a donation list available soon.

Scholarship Committee (no chair yet) – Addie Douglas – Michael Murphy reported for the committee. Events will be planned for early 2017. Reminder that there is a payroll deduction option to contribute.

Staff Activities Committee (Laura Whitmire, Adja Jones) —Working on basketball game and staff picnic ideas for the spring semester. Part of the committee is working on discounts for staff including Silver Dollar City.

Staff Relations Committee (Brian Edmond) —Senator Williams reported on social media and free gifts.

Committee chair lunch will be held November 8th at noon.

Ad Hoc Committee Reports

Denim Day Committee (Kelly Bridges) — no report.

Shared Leave Committee—Senator Hader reported the committee considered four cases at their last meeting. Red Cross drive. Encouraging staff to consider their donation opportunities.

Staff Excellence in Service Awards Committee (Will Hader)—nominations are available online and due November 16th. The community award is separate. There will be a communication from Staff Senate.

Staff Senate Representative Reports

Administrative Budget Committee (Rob Moore – 2017) —none

Executive Budget Committee (Ryan Wilson – 2017) —none

Faculty Senate (Christina Bowles – 2017) — Faculty Senate: faculty sick leave, misses class due to illness and fac can use that as sick time. Pooling faculty tuition waiver credits to create a faculty scholarship program.

Freshman admission standards discussed. Report from Dr. Lane and the Behavioral Intervention Team. BIT considers student behavioral issues. (look at FS October minutes). FS approved Schooling in America EDC 249, as a new general education course.

Public Arts Committee (Kelly Bridges – 2017) —none

Shared Leave Committee (Will Hader – 2018, Jon Lee -2018, Peggy Jones – 2017) —none

Sustainability Commission (Jon Lee – 2017) —Pursuing the possibility of replacing battery locks with mechanical locks. They are looking for input before voting.

IT Council (Rob Moore – 2018 term) —Wireless for staff issue, and funding was discussed as an issue impeding it. The systems cannot currently handle that level density. There are proposals to increase density.

Wyrick Commission – Senator Reed reported that the first meeting is on Friday. Chair Wilson will attend for Senator Reed this time and will report back.

Staff Senate Workgroups

Bylaws Workgroup (Ryan Wilson) – Working on additions to the Bylaws.

OLD BUSINESS

Chair Wilson reminded the Senate that the Staff Senate initiative is officially in effect that any returning employees, nonexempt, will have their vacation benefit reinstated.

Staff Senate Polos—have been distributed.

New Business

None.

ADJOURNMENT

Chair Wilson adjourned the meeting at 12:03 p.m.

The December session will be held on Thursday, December 1, 2016, at 11 a.m. in PSU 313.

Staff Senate <Scholarship Committee >

Meeting Minutes

Date and Time: 26 Oct 2016

Location: Psu 310

Members (attendees marked with an "x"):

| | |
|---|-------------------------------|
| | Senator 1 (Chair) |
| | Senator 2 Andrew Garton |
| x | Senator 3 Addie Douglas |
| | Senator 4 Priscilla Childress |
| x | Senator 5 Michael Murphy |

Agenda

- Agenda items
 - Discussed ways to raise money for the Scholarship
 - We would like to reach a goal of 2500. This year

Minutes

- Minutes
 - Crowd funding Addie Douglas attending the workshop on Oct 26, 10 am- 11 am this will be an easy way to raise money at least once a year.
 - Michael Murphy suggested that we have people donate \$1- \$5. A month out of there pay for the scholarship fund. We have to talk to the foundation to find out if it is possible to do this.
 - Poker 5K
 - Concession Stand with Ovations at the JQH
 - Get Racked with Reindeer ears during the holiday to raise money.(Bear Ears)

Administrative Professional Forum Committee Meeting 10/25/16

Committee Members: Co-Chairs Sandy Johnson and Jamie Hall, Brian Edmond, Julie Williams, Jeremy Wright, Jan Rund, Nadine Jones, Kristina Rosewell and Suzanne Moskalski.

Present: Brian Edmond, Jamie Hall, Sandy Johnson, Nadine Jones, Suzanne Moskalski and Kristina Rosewell

The committee discussed the recent Office 365 Fall Workshop and planned topics for the December workshop.

Office 365 Workshop for Administrative Professionals Part 2– *Organized by Sandy and Jamie*

- Kristi Oetting and Kevin Piercy
- Planning next forum in the series for December 2nd and 5th – 11:30 – 1:30 in Cheek 100
- The committee asked the presenters to cover the following areas: One Drive, One Note, Tasks/Calendars, Skype for Business
- Sandy will post the flyer and email Job Family I
- Jamie will get the registration set up in PLMS

P-Card and the New Amazon Purchasing – *Organized by Julie and Suzanne*

- In the process of planning the exact date with Isaac—it will not be a Wednesday as the forums are usually held – might be a Friday
- Suzanne will email the committee on details