



Meeting Date: February 1, 2018

Presiding Officer: Chair Rob Moore

The Staff Senate held the February session on Thursday, February 1, 2018, in PSU Ballroom East. Chair Rob Moore called the session to order at 11:00 a.m.

Substitutes: Sandra Johnson proxy for Julia Williams

Absences: Katrina Chavez, JF1; Brian Henry, JF2;

Guests: Christina Bowles: Academic Advisement Center, Brittany Wise: Psychology

WELCOME TO NEW STAFF

No new members.

APPROVAL OF AGENDA

Chair Rob Moore amended the agenda to include the revised version of the Staff Senate bylaws and a budget request for the Administrative Professionals Forum Committee. Agenda approved with changes.

APPROVAL OF MINUTES

There were no January Minutes. Moving forward with the approval of December 2017 minutes. Minutes approved.

CHAIR REPORT – ROB MOORE

Budget Process Update

Chair Moore reported that the committee will meet for the first time next week. The committee will discuss how to move forward with the budget. Will serve as advocate for staff and be very transparent. Updates will be provided.

Book Club

The book club was with President Clif Smart. Clif was very excited about the book club and it went very well. If you could not attend the last book club, consider the next session.

Isabel's House

Chair Moore reported that Senator Reed will discuss Isabel's house. There was also a letter received from a family that benefited from the donations. This is a reminder of the good work we are doing on campus and in the community.

CHAIR ELECT REPORT – JON LEE

Financial Update

Chair Elect Lee reported that there is a lot of conversation regarding the budget. There are pending charges and future charges. There is a copy of the charges available at the front of the room. Chair Elect Lee recommended to talk about the impact of using our funds going forward. Chair Elect Lee reported that we are within a few percentile of last year and the \$700 for the tailgate has been expensed. Going forward, we should look into how we allocate funds and look into how to get people engaged. Currently, our operating is sitting at around \$6,700. No numbers for non-operating and Foundation accounts.

PAST CHAIR REPORT – RYAN WILSON

No report.

SECRETARY REPORT – JEREMY WRIGHT

No report.

DIRECTOR OF STAFF RELATIONS – A'DJA JONES

Standing Committee Reports

Administrative Professionals Forum Committee

Upcoming Forum: Senator John announced a new forum on March 14th in LIB 101. Printing and Postal Services will be presenting. They will cover several things that have changed: available services, postal contracts, printing services, Copy This, and upcoming platforms. Offered a 5 minute promo to Joyce Eddy about International Friends. There are flyers at the front if you are unaware of International Friends. A budget request was submitted for snacks at the forum for about \$213.60 with the 20% gratuity included if we are charged. The money will cover cookies, boomer bites, chips and bear sauce and iced tea.

Public Affairs Committee (Ryan Reed)

Adopt-A-Street: Senator Reed reported that Adopt-a-Street will be on Friday, March 9 from 12:00 p.m. - 1:00 p.m. pending satisfactory weather conditions. There will be another session of May 11 from 11:30 a.m. - 1:30 p.m., one hour of street cleaning with lunch at Imo's.

Book Club: The book club will be in March during spring break and a discussion over the book will be in April before the end of semester rush. Another VP has volunteered as another had to back out for this session. Information will be sent out to Senators once we get the book information.

Campus Garden: The committee is currently looking into doing something with the Campus Garden because the theme this year is sustainability. Christina Bowles will be leading this project. Tentative date to start the setup is around March when the weather is nicer. The current times are Thursday 4:00 p.m. – 6:00 p.m. and Friday 1:30 p.m. – 3:30 p.m. Campus Garden can be flexible with hours to help.

Cultural Competency: It is currently African American History Month. Today is the kick off in the Welcome Center. There are many events, trivia games, and African American organizations in attendance. Senator Hader recognized that the Chinese New Year is at the end of this month and they usually have a really good banquet. Chair Moore stated that cultural competency is included in the second section of our ADP's. It is encouraged that we spread the word to co-workers and colleagues to attend as the university moves forward with its public affairs mission.

Scholarship Committee (Kelsie Young)

Pancake Breakfast: This will be the last fundraiser for the year. The Pancake breakfast will be at Bair's on Kimbrough Saturday, February 17 from 7:30 a.m. – 10:30 a.m. You can buy tickets at the door. Requesting everyone to sell or commit to at least 5 tickets. The next committee meeting will be the Thursday before the event at 10:00am. Please drop off the monies and tickets to the scholarship committee. Tickets are \$6.00 and we get \$4.00 to profit. We only need \$400 to meet the goal. Must have the money before the event.

Staff Activities Committee (Laura Backer)

Lunch Club at the Union Club: The committee is trying new initiatives where they do something every month. In March, there are events that will encourage people to come together. The committee wants to start a lunch at the Union Club every month to get to know members. It will be after every meeting and will be reserved.

Happy Hour: The committee is working on obtaining a discount for Happy Hour being held at Cielito Lindo at 5:30 p.m. on March 1. The last event was at the Wine Dive where many attended including non-senators. The committee is currently figuring out the details for the baseball game.

Staff Picnic: The Staff Picnic was a huge success last year. Will be obtaining money from Student Affairs. There will be yard games and if there is anything anyone wants to see, let the committee know. Lastly, the committee will be helping with the Pancake Breakfast on Saturday.

Staff Advocacy Committee (Will Hader)

No report. The committee will meet at the end of the month.

Staff Communications Committee (A'dja Jones)

Senator Spotlight: Please send information to the staff communications committee and highlight things that you do and your involvement with Staff Senate. Will be highlighted on social media.

Please send any information you want communicated to staffcommunication@live.missouristate.edu. Please be specific so that the committee can get out the details. The committee wants as much information as possible. The committee is also working on an opt-in list for staff in general. The goal is to bring more people in and make sure we get information to people that want the information and want to be involved. If you have any ideas, please let the committee know.

Ad Hoc Committee Reports

Breast Cancer Awareness Committee

No report

Bylaws Workgroup (Jon Lee)

There were updates for grammatical clarity. The Parliamentarian has added verbiage because there is missing language. A big thank you to Senator Hader for being judicious. The highlighted articles are Article 4 Sections 1 and 2.

Staff Senate Representative Reports

Administrative Budget Committee (Lee '18) — No report.

Executive Budget Committee (Moore '18) — Next meeting will be held on February 7.

Faculty Senate — President Smart was encouraged to attend the Faculty Senate. He accepted and will attend Faculty Senate next Thursday at 3:30 p.m. The event will show up on your calendar. President Smart will be at the top of the agenda.

Health Care Plans and Benefits Committee (Wilson '18) – Faculty Senate representative inquired why there has not been a meeting since last June. Currently investigating.

IT Council (Moore '18) — No report. Next meeting will be held on February 6

Shared Leave Committee (Hader '18; Lee '18; Jones '19) — No response from the prior information submitted. It is currently in the hands of Human Resources.

Staff Diversity Composition Initiative (SDCI) Loan Forgiveness Program (Moore) – No report.

Student Government Association (Moore; Lee) – Senator Lee reported that SGA sent out media on how funding is very important to higher education to every outlet. Very nice to see students taking a role in this. Senator Moore mentioned that we have great student leaders. Because the student voice is generally absent, it is encouraged to help students speak out.

Sustainability Commission (Lee '18) — Students are looking into ongoing possibilities such as the use of reusable containers regarding the best vendor, the money to be allocated and is it sustainable. Currently looking into more places around campus that would benefit from a refill station.

University Space Allocation Advisory Committee (Wilson '18) — Space changes in Carrington Hall were discussed.

Wyrick Commission (Reed '18) — Senator Reed reported that three proposals remain from the last meeting back in December:

- Banners on the west side of Carrington Hall.
- Redo the entrance of the MRC Annex; make more aesthetically pleasing with benches
- Put a North Entrance into the Recreation Field. Also add water stations.

The commission has until the end of February to finalize pricing among other things. Will meet again to determine what makes it. Senator Reed will have an update at the March meeting.

OLD BUSINESS

The bylaws are to be discussed and voted on. Senator Martin moved to vote. Senator Reed seconded. Motion passed.

NEW BUSINESS

Senator John revised the amount of the budget request for snacks on March 14 to \$172.80. The last event had 40 attendees. Senator Hader mentioned that the amount is below the threshold, therefore the executive board should be able to make the decision.

ANNOUNCEMENTS

Isabel's House Community Tour day will be Saturday, February 3 from 9:00 p.m. to 12:00 p.m.

Schoneboom reported that a prior senator lost his battle with cancer. In the past, we worked together to get monies together for him. Will obtain a card from Senator Jones to pass around.

Senator Backer asked anyone who is interested in doing anything for student leaders or public affairs to contact her.

ADJOURNMENT

A motion was made to adjourn the meeting. Motion passed.

The March session will be Thursday, March 1, 2018 at 11:00 a.m. in PSU 313.