



**Meeting Date: July 6, 2017**

**Presiding Officer: Chair Rob Moore**

The Staff Senate held the July session on Thursday, July 6, 2017, in PSU 313. Chair Rob Moore called the session to order at 11:00 a.m.

Substitutes: None.

Absences: Shelly Deckard, JF1; Peggy Jones, JF1; Moussa Dembele, JF2; Brian Henry, JF2; Phillip Bridges, JF4; Kelsie Young, JF4; Jimi Sode, JF4.

Guests: None.

## ROLL CALL

Secretary Jeremy Wright called the 2017-2018 Staff Senate roll.

## APPROVAL OF AGENDA

The Administrative Council retreat will be reported under the Chair Elect Report. Senator Hader requested adding the letter regarding the dual services of Past Chair to the agenda. Letter will be added under Old Business. Agenda approved.

## APPROVAL OF MINUTES

The June minutes were approved as posted.

## CHAIR REPORT – ROB MOORE

- Chair Moore recognized Sandy Johnson for her years of service as Senator. Also recognized however not present are Christina Bowles, Brian Edmond, and Peng Zhang.
- Chair Moore recognized Past Chair Wilson for his 2016-2017 service as Staff Senate Chair
- Senators and the new office were sworn in.
- Chair Moore communicated his visions for the year and upcoming years in his incoming remarks.

## LUNCH

Recess entertained by Chair Rob Moore for the Senate's annual luncheon.

## CHAIR ELECT REPORT – JON LEE

Chair Elect Lee called for the names and position/department of all present Senators.

### **Financial Update**

#### Operating Account

Current: \$512.37

#### Non-Operating Account

Current: \$209.51. No Carryforward

#### Foundation Account

Current: \$8,481.81. No Carryforward

President Smart will continue to provide \$7,500 for staff activities this fiscal year.

### **Administrative Council Retreat**

The mid-year raise previously mentioned is now off the table. The fiscal year budget for on-going years does not look promising.

## PAST CHAIR REPORT – RYAN WILSON

### **Staff Satisfaction Survey**

- 44% FT Staff Completed
- 29% satisfied with current pay
- 71% of all Job Families were satisfied based on overall job satisfaction

It is currently not known whether this information will be available on the web for viewing.

Past Chair Wilson reported that Telecommuting has been approved by Human Resources.

## SECRETARY REPORT – JEREMY WRIGHT

### **Absence Notification Reminder**

Secretary Wright extended a notification regarding absences to everyone that if anyone foresees that they are unable to attend a 2017-2018 meeting to notify him via email using the Staff Senate email. Chair Moore added that if at all possible send a proxy to the meeting.

## DIRECTOR OF STAFF RELATIONS – A'DJA JONES

Director Jones announced that all Senators are required to join at least one standing committee. Past Chairs described the responsibilities of each committee.

### **Standing Committee Reports**

Administrative Professionals Forum Committee — Senator Johnson described that this forum is to assist admins in being better informed and connect with others on campus. There is one forum per semester.

Public Affairs Committee — It was reported that this committee meets once per month. Activities include Adopt-A-Street, collecting items for various organizations in Springfield such as Diaper Bank, Isabel’s House, Faculty Senate, Staff Senate, Giving Tree, Student Government Association, etc.

Scholarship Committee — Senator Schoneboom reported that this committee distributes two \$500 scholarships per year to staff or dependents of staff.

Staff Activities Committee — Senator Whitmore reported that this committee coordinates pineapple whip, picnics, tailgate events, baseball games and most other sports.

Staff Advocacy Committee – It was reported that this committee addresses staff concerns and issues with policies. Serves as an advocate for staff members to look for resolutions.

Staff Communications Committee —Past Chair Wilson puts together all meeting invites, communicating with the University at large via flyer or email invites.

### **Ad Hoc Committee Reports**

Denim Day Committee —It was reported that this committee takes place one week in October. There is a luncheon and proceeds go to breast cancer research. This does not count as a committee for Senators as this is an ad hoc committee.

### **Staff Senate Representative Reports**

Administrative Budget Committee (Jon Lee ‘18) — No report.

Executive Budget Committee (Rob Moore ‘18) — No report.

Faculty Senate (TBD) — No report.

Health Care Plans and Benefits Committee (Ryan Wilson ‘18) – No report.

IT Council (Rob Moore – ‘18) — No report.

Public Arts Committee — No report.

Shared Leave Committee (Will Hader ‘18, Jon Lee ‘18, Peggy Jones ‘19) — No report.

Staff Excellence in Service Awards Committee (Rob Moore ‘17, vacant) — Chair Moore appointed Senator Hader to participate in this committee. Senator Hader accepted.

Student Government Association – No report.

Sustainability Commission — Chair Elect Lee reported that there are no members for this SGA committee.

University Space Allocation Advisory Committee (Ryan Wilson ‘18) — No report.

Wyrick Commission (Ryan Reed '18) — Several shout-outs were announced.

Senator Hader initiated a vote for a quorum to continue with remaining agenda items until the end of the room reservation. Quorum passed.

## OLD BUSINESS

Senator Hader introduced a discussion regarding Senator Wilson's dual service as Past Chair and a Senator being a conflict of interest. Chair Elect Lee proposes to introduce a Bylaws working group to review and clear up bylaw language. It would be recognized as an Ad Hoc committee. No motion was made for a Past Chair to be both advisor and a member of the Senate.

Senator Martin made a motion to adjourn. Senator Hader seconded. Motion Passed.

## ADJOURNMENT

The meeting at adjourned at 1:18 pm.

The August session will be held on Thursday, August 10, 2017 at 11:00 am in PSU 313.