



Meeting Date: October 1, 2020

Presiding Officer: Chair Dr. Ryan Reed

The Staff Senate held the October session on Thursday, October 1, 2020 in the PSU 313 and by Zoom. Chair Dr. Reed called the session to order at 11:03 a.m.

Guests: Jill Murphy

Absences: Jenay Divin JF4; Rhonda Breshears JF1; Mindi McCoy JF1; Shawn McComb JF3; Danny Winkler JF3 and Victoria Culver Rice JF4.

GREETING

- Chair Dr. Reed welcomed everyone.

ROLL CALL

- Secretary Deckard called roll.

APPROVAL OF THE MINUTES

- September minutes were approved.

EXECUTIVE REPORTS

- Chair Report
 - Chair Dr Reed reported that Lesa Anderson will be replacing Senator Deckard in job family 1
 - Chair Dr Reed reported that Adja Jones will be replacing Aaliyah Williams in job family 4.
 - Chair Dr Reed reported that Nancy Underhill will be senator for job family 2.
 - Chair Dr Reed reported that the University will not be participating in the Social Security withholdings.
 - Chair Dr Reed reported that the University will be closed October 8-9 for Fall Break and cleaning of all academic buildings.
 - Chair Dr Reed reported that the hiring freeze has been partially lifted.
 - Chair Dr Reed reported that he will be creating a work group to look at the Credit Fee Waiver and that there will be a Human Resource and Financial Services representative on it.
- Chair Elect Report
 - Dr Reed reported that Chair Elect Divin was out but that we would be switching our meetings to Glass Hall room 353 to save money.

- Dr Reed also reported that Chair Elect Divin is working on the Staff Satisfaction Survey and will need a few senators to help with this. The survey should go out towards the end of October.
- Past Chair Report
 - Past Chair Jones reported that Chair Dr Reed has advocated for Staff Senate to be represented on the Steering Committee. Past Chair Jones will be representing us on this.
- Coordinator of Staff Committees Report
 - Coordinator of Staff Committees Heather Moore reported that we have all senators signed up for Committees. She reminded everyone that participation is required.
 - Coordinator of Staff Committees Heather Moore reported that we would have a couple of charges for Credit Fee Waiver work group and for the Staff Satisfaction Survey.

EXTERNAL REPRESENTATION REPORTS

- It Council-Senator Hader reported that the Self-Service Password reset is being done by areas.
- HealthCare & Benefits-Chair Dr Reed reported that you can get your flu shot or have your biometrics done to waive the \$30 on your health insurance. Dr Reed also reminded everyone that November 1-December 1 is open enrollment.
- Faculty Senate-Senator Hader reported that they basically got an update on Covid and enrollment.

COMMITTEE REPORTS

- Council for Administrative Professionals Forum-Senator Gayle Anderson reported that they have the first forum ready and it will be held October 29. It will be over Zoom meetings; Microsoft teams; HR open enrollment and there will be Q&A at the end.
- Public Affairs-Senator Bowles and Senator Rice reported that they met on September 23 and this is a large committee. They discussed goals and created a Microsoft teams' group. They discussed Adopt A Street, book club and the next meeting will be Oct 21.
- Staff Activities- Senator Moore reported that their first meeting was held on September 25 and they focused on coming up with ideas to raise money for the scholarship fund. Senator Moore also reported that there won't be a Breast Cancer luncheon this year due to Covid-19. They will meet on October 19 in Glass Hall room 353 or by zoom. Senator Moore also reported that we received a thank you letter from Allison Raymond for scholarship.
- Staff Communications-Senator Hains reported that they did meet. They looked at areas like blog and zoom and they are trying to get the newsletter out.

OPEN FORUM

- Chair Dr Reed asked to suspend the rules and have open forum.
- Much discussion over fall break and closing of University for cleaning.
- Discussion on Degree Works.

Discussion on Policy and Procedures on politics on social media. Dr Reed gave everyone the website https://www.missouristate.edu/policy/g5_02_expressiveactivity.htm

- Discussion on Covid-19 updates on hospitals that majority cases are from outside Greene county.
- Discussion on Classrooms and how to make priority classrooms for departments.
- Spring Schedules are out today.
- Dr Reed reminded everyone that next meeting will be November 5 in Glass 353 or by zoom.

ADJOURNMENT

- Meeting adjourned at 11:56 a.m.