



Meeting Date: July 12, 2018

Presiding Officer: Chair Jon Lee

The Staff Senate held the July session on Thursday, July 12, 2018, in PSU 313. Chair Jon Lee called the session to order at 11:11 a.m.

Substitutes: None.

Absences: Rob Moore, Past Chair; Shelly Deckard, JF1; Lisa Bonner, JF1; Julie Williams, JF1; Brian Henry, JF2; Jeremy Wright, JF3; Laura Backer, JF4; Kelsie Young, JF4; Samantha Francka, JF4.

Guests: Nick Delamora, MIS / Computer Services; Tom Dicke, Chair of Faculty Senate; Jessen Miller, Admissions.

ROLL CALL

Secretary Rut Muñoz Aliaga called the 2018-2019 Staff Senate roll.

APPROVAL OF AGENDA

Agenda approved with no changes.

APPROVAL OF MINUTES

No minutes to be approved.

OUTGOING SENATOR RECOGNITION

Certificates were not ready, so it will be postponed until next meeting. Chair Lee made a vocal recognition to Dr. Ryan Reed for his years of service as Senator and Wyrick Commission representation.

LUNCH

Recess entertained by Chair Jon Lee for the Senate's first Senate Meeting luncheon.

NEW SENATOR WELCOME

- **New Handbook Review** - Chair Lee introduced the Staff Senate Handbook and senator Hader skimmed through each section for all senators to get a basic understanding of it. The handbook's location was shared in the Staff Senate wiki for other senators to go through it and reach Senator Hader for questions about it.
 - o Mention was made that absence notifications should be sent to the Staff Senate email address
- **Pass Out Polos** – Chair Lee noted a miscalculation in last year's budget that left an excess amount of money that would be lost if nothing was done about it. Due to the time constraints,

the Chair Elect, Chair and Former Chair at the time decided to order Staff Senate polos for all Senate members.

INCOMING REMARKS

- **Philosophy this year** - Chair Lee communicated his vision for the year with the 3 pillars in his incoming remarks:
 - o Mentorship
 - o Engagement
 - o Inclusion
- **Changes to the order**
 - o Open Forum
 - Staff Parking – Matt Morris will find someone to facilitate the conversation
 - Healthcare Benefits changes – we will be included once the information is spread
 - Mid-year Compensation – President Cliff Smart is considering how this will come to happen
 - o Staff Senate Newsletters
 - Newsletter for internal business will be spread through the Staff Senate mailbox
 - Friends of Staff Senate will be used mainly to share Staff Senate information with people outside of the Senate, staff members or not
- **Initiatives for the Year**
 - o Staff Satisfaction Survey – Will be sent out in September, it will be coordinated by Ryan Wilson and Past Chair Rob Moore. The questions will remain the same as last year’s
 - o Friends of Staff Senate – People are encouraged to visit our website and sign-up
- **Financial Update**
 - o President Smart will continue to provide \$10,960 for staff activities this fiscal year.
 - o Course Credit Fee Waiver – Dr. Dicke allowed us to join the initiative with Faculty Senate, the conversation will be continued

DIRECTOR OF STAFF RELATIONS – WILL HADER

Director Hader announced that all Senators are required to join at least one standing committee. Past Chairs described the responsibilities of each committee, at the end a signup sheet was passed so the senators could list the committees they’re interested in.

Standing Committee Introductions

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, usually attended by Job Family 1 members but it is open to all staff members.

Public Affairs Committee — Former Committee Chair Ryan Reed reported that this committee meets once per month. Activities include Adopt-A-Street on Cherry Street between National and Glenstone 4-5 times a year, collecting items for the MSU Giving Tree and sponsor Isabel’s House, 3 – 4 books selected for the Book Club, the next meeting is next Thursday the 19th. The Public Affairs committee also engages and informs staff on various cultural competence events.

Scholarship Committee — Senator Douglas reported that this committee does different activities to raise money to distribute two \$500 scholarships per year to staff or their family members.

Staff Activities Committee — Senator Martin reported that this committee coordinates the Pineapple Whip, Staff Picnic, and Bearfest Village tailgate events. Discounted Baseball and Football game tickets usually sold at the FFRC, probably no new activities will be added.

Staff Advisory Committee – Senator Hader 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 — Chair Elect Jones explains this committee supports other committees by sharing and creating lists for other people that is interested in learning what the Senate and Staff at large are involved in. Make use of the social media accounts and find the most efficient way to spread the information.

Ad Hoc Committee Introductions

Engagement — Led by Jimi Sode, it is tasked with the responsibility to engage and include the staff members at large's involvement with the Senate.

Rules – Led by Will Hader, it is tasked with organizing all the procedures that do not need to be added to the bylaws but should be listed elsewhere for future reference and use.

Staff Senate Representative Appointments

Faculty Senate (Jon Lee '19)

Shared Leave Committee (Will Hader '20, A'dja Jones '20, Peggy Jones '19)

Student Government Association (Will Hader '19)

University Space Allocation Advisory Committee (Ryan Wilson '19)

OLD BUSINESS

Joint committee for rules and engagement – Jimi Sode.

- SB2017-201802 Full representation in the senate: Reach supervisors and see if they know of any possible staff members that could work well in the senate. Have Senators reach out the Job Family 2 staff members to learn what the Senate can do for them. Senator Wilson raised the motion to strike negative language, seconded by Senator Hader. Motion was passed and approved as amended.
- SB2018-201901 Rule creation, reviewal and approval: Friendly amends were made for clarification, subsequently passed.

NEW BUSINESS

Joint committee for rules and engagement – Jimi Sode.

- Debate regarding the polo purchase on excess budget:
 - Was there any time to decide earlier?

- Senator Hader is worried about the Executive Board might abuse and “play the system” to spend more money than allowed
- Chair cedes power to Chair Elect A’dja Jones
- Senator Martin moves a motion stating that since there was no ill intent, there is no problem with the decision. Senator Wilson seconded the motion.
- Senator Sode wants the discussion to be moved to the Rules Committee to plan the right way to handle this issue if it happens to be this way once more.
- Chair Elect acknowledges it wasn’t the right way to do things, but it isn’t something that requires the discussion to be stuck on. It was a mistake and we need to fix the issue and move forward.
- Senator Martin wants to move on with the motion again, Senator Sode wants to continue discussing, after clearing out some misconceptions Senator Sode agreed to move on.
 - 12:1 agree with the motion
 - 11-1 pass the motion
- Senator Murphy states that if the chair is willing to take the responsibility, he is okay with the Chair making that decision. Senator Sode wants an email to be sent out notifying the senators about whatever action is about to be taken, even if there is no expectation of a response.
- Senator Martin sets motion to defer to the Rules Committee, all agree.
- Debate for the next meeting:
 - Senator Hader brought forth removing the bylaw Article VII Section 3 Paragraph F “No motions of Senate business will be approved at a Senate General Meeting without three of the current Executive Board members present.”, to be discussed for removal at a future meeting.
 - Chair Lee wants to discuss the issue of having food on every Senate meeting.

ADJOURNMENT

The meeting at adjourned at 12:52 pm.

The August session will be held on Thursday, August 2, 2018 at 11:00 am in PSU 313.