



May 11, 2022

Staff Senate Meeting Minutes

Senators Present: Audreka Peten, Carlos Herrera, Kristin Jetts, Melanie Watson,, Garth Clayborn, Angela Jackson, Alison Taylor, Natalie Shock, Thomas McDaniel, Richard Hammond, Jason Davis, Julia Robison, Christy Dade, Elizabeth Gayfield, Kimberly Klotz, Lynetta Morris

Senators Absent: Nadia Eslinger, Courtney Bryant, Jason Cole, Jennifer Day, Shad Foley, Veneta Fricks, Angela Polk, Hunter Roberts, Jennifer Ruud, Steven Shook, Tina Wells, Robyn Smith

I. Call to Order

II. Vice President Herrera called the meeting to order 10:02 at am.

III. Approval of April 13, 2022 Meeting Minutes

A. The minutes from the April 27, 2022 meeting are being reviewed and are not yet approved electronically.

IV. Officer Reports

A. President, Nadia Eslinger

1. No Report

B. Vice-President, Carlos Herrera

1. Pandemic Planning Meeting

a) Reviewed the past two years and updated the Pandemic Response Plan

2. Operations Manual Update

a) Will send out to Chairs for review later this week; will also need senators to look over and add suggestions or comments

3. Shirt/Tag poll

a) Still need new Senators to respond ASAP so we can order for new senators

4. Board Meeting

- a) Next board meeting will be Thursday, may 26 at 2:30
- 5. Volunteer Hours
 - a) Have been submitted for April 2022; commencement hours will be submitted next week
- 6. Annual Report
 - a) Submitted report to UMAC; thanks to everyone for providing information for that.
- 7. MOU for Athletics
 - a) Work in progress
- C. Treasurer, Kristin Jetts
 - 1. Working on end of year purchases for Staff Senate retreat
- D. Secretary, Garth Clayborn
 - 1. No Report
- E. Parliamentarian/Historian, Melanie Straw-Watson
 - 1. No Report
- F. Ex Officio, Steven Shook
 - 1. No Report

V. Senate Committee Report/Highlights

- A. Courtesy Committee
 - 1. Request for one sympathy card to be sent out
 - 2. Request for one Congratulations card to be sent out
- B. Professional Development
 - 1. Kyana Smith has accepted another position and will be leaving the university. Richard Hammond will be interim chair for the remainder of the academic year. Emails going out soon with a deadline of May 23rd for Quarter 1 funding.
- C. Employee Recognition
 - 1. Ashley Isom and Kyana Smith have both left the university. Carlos Herrera will be interim chair for the remainder of the academic year. EOY process will start soon

VI. University Committee Reports

- A. None

VII. Campus Q&A

- A. None

VIII. Constituent Concerns

- A. Thank you for our work with the Spring Social! Great job!

IX. Old Business

- A. None

X. New Business

A. Remote Day Options

1. President Davis seeking feedback on having two remote days during holiday break
 - a) Would staff like to work remotely on those two days instead of taking vacation/holiday/comp time?
 - (1) Instead of using time, two days would be remote. Staff would have the option to save time and work remotely or have the option to spend the 16 hours of Comp/Vacation/Holiday time and not work
 - b) How would that affect Staff Senate volunteer hours?
 - (1) Some expressed concerns about volunteer hours since we already have a hard time getting enough volunteers
2. Could fall break be a different option instead for remote work?
3. Decided to table discussion for now and counter-offer some proposals to President Davis. We may invite him to a meeting soon to discuss options.

B. Does volunteering for Commencement count toward fulfilling Staff Senate required volunteer hours?

1. Yes

XI. Good and Welfare

- A. Thanks to all the volunteers and offices that helped with commencement last weekend. Huge shout out to the volunteers, Police, Physical Plant, Office of the Registrar and everyone else that helped with Commencement.
- B. Kristen Dooley has been elected as the new Faculty Senate President

XII. Adjournment

- A. Senator Watson motioned to adjourn. Senator Shock seconded. Motion carried. Meeting adjourned at 10:28 am.