

Staff Senate Meeting Minutes
Tuesday, January 22, 2019
Mt. Con Room, Student Union Building
9:00 a.m. – 10:00 a.m.

Present, Peggy McCoy, Frances Holmes, Debbie Luft, Casey Vanatta, Scott Forthofer, Niki Wilcox and Marcia Lubick

Absent: Nick Bowsher, Marilyn Patrick, Kathy Stevens, Denise Herman

Minutes of the January 8, 2019 meeting were deferred to February 5th meeting.

New Business: Nick Bowsher has resigned from the Staff Senate as his position at the HPER doesn't allow him time to attend Staff Senate Meetings.

Old Business:

Chancellor Search: Peggy will invite Trisha Southergill to attend the February 5th meeting and report on the progress of the Chancellor Search. January 18 was the final day to submit applications for the Chancellor's position.

Subcommittee reports:

- Ask the Senate** (Casey, Frances, Peggy M.) – No new questions.
- Pat on the Back** (Frances, Casey, Marcia, Nick) – No new nominations
- New Employee Packets** (Frances, Marcia, Peggy M., Nick) –No new employee's on the list that was pulled this morning. Casey reported that Ledoux Okamba the new Assistant Network/Computer Systems Administrator began today, stop in and meet him.
- Luncheon Learn Update:** (Niki, Debbie)
 - January Luncheon Learn – January 16** – 16 attended the presentation of the Solid Finances series "Creating a Financial Record Keeping System and Sticking With It". Taco Bar was served for lunch. Several people have requested the link for the webinar as they were not able to attend due to class or the MUS Wellness webinar that was scheduled at the same time. We will move our March Lunch and Learn from Wednesday to Thursday to see if we can get a better attendance.
 - March Luncheon Learn – March – Campus Safety** – Peggy will check with Marissa and see if she will be ready to present with Tom Barsanti in March.
- Scholarship:** (Casey, Marilyn, Peggy M.) Nothing new.
- New Employee:** Peggy will send Frances 13 new employee mugs and bags.
- Financial Report:** (Peggy M., Marilyn) Peggy M. – No change Staff Senate has **\$922.50**. The balance remaining for February is **\$542.50** from the Chancellor's contribution.
- Events:** Casey will send out a Qualtrics poll requesting input from Staff asking what kind of event would they like a dance or social, bowling etc. A paper ballot will be sent to those without access to email.
- Student Success Center:** Opens in March. Scott is working with International Club to put on a Spring event at the Student Success Center.

- **Techxpo annual event:** Peggy will check with Susan Anderson and see if she could use any volunteer help from Staff Senate.
- **Shared Governance:** (Scott, Kathy, Peggy M., Debbie) – Nothing to report currently work is being done on Budgets.
- **Program Prioritization Committee:** As their work is complete, Program Prioritization Committee has been removed from the agenda. Administration will be taking care of getting notices to Faculty to let them know which contracts are not being renewed and their termination dates. Students registered in programs listed to be discontinued must still be given the opportunity to complete their degrees before the programs are completely shuttered. No announcements will be made giving names of individuals who will not have their contracts renewed.
- **Elections:** (Marcia, Peggy M.) – Staff Senate will send out a call for applications beginning in March.
- **By Laws Review:** (Frances, Peggy M., Marilyn) – By Laws need to be renewed and updated by Staff Senate. We will review at the February 5th meeting.
- **MUSSA:** (Peggy M.) –MUSSA meets on January 24. Scott has joined the MUSSA Committee to represent our Staff Senate along with Peggy. They will be reviewing the Strategic Plan Fiscal Year 2019.
- **Staff Recognition Committee – Sub-committee meeting:** (Peggy M., Casey, Kathy, Denise) Committee met on January 15. After a lot of discussion, we concluded that we need to work to improve the Campus Culture. No changes to staff recognition can be made until the new Chancellor is in place. Ideas to improve Campus Culture include Scott finding room in the SUB for a Staff breakroom. This will give staff a place to get a cup of coffee, drop in and visit with staff from across campus. Announcements that concern staff will be posted in this room. Scott will speak with Sam Hedrick about getting coffee cards to award to Pat on the Back recipients and see what if he can make us a deal. Staff Senate now has a mail box #28 in the Mail & Copy Center.
- **Spring Newsletter** (Niki & Denise) Newsletter will be published in March, articles for the newsletter are due to Niki by February 1st.
 - Department Highlights:
 - MBMG – Denise will write
 - Library – Marcia and Frances will write
 - Pat on the Back
 - Chancellor’s Report – tentative
 - Events Calendar in the Newsletter – please submit any events that you are aware of so they may be included in the events calendar of the Newsletter.

Next meetings:

February 5, 2019 at 9:00a.m., Regular Meeting - Mt Con Room of the Student Union Building

**Respectfully submitted,
Marcia Lubick
Secretary**