Staff Senate Minutes
Wednesday, June 14, 2012  9:00 AM, Billingsly Room 310

Members Present: Michelle Arwood, Natalie Bruce, Mike Davies, Josh Doak, Melanie Epperson, Brenda Hayes, Greg Killingsworth, Brenda McDaniel, Ann Quade, Bob Tessman, Julie Wengert, Judy Wilmoth.

Member(s) Absent / Excused: Hiedi Carlin, Gary Edwards, Bob Harrington, Olive Talley

Determination of Quorum: Twelve of Sixteen active members present when meeting began; quorum established.

Call to Order: Killingsworth called the meeting to order at 9:00 AM.

Approval of Minutes: Wengert made a motion to approve the minutes; Davies seconded the motion. Motion carried and the minutes from May 09, 2012 were approved as written.

Administrative Comments: Killingsworth welcomed everyone including the gallery and asked new senators to introduce themselves and invited them to take a seat at the table: Nancy Rainey – Student Account Manager in the Bursar’s office, Alicia Hughes – Bursar, Tonya Nickle Student Employment Coordinator in the Financial Aid office, Robert Frossard – Mechanical Maintenance/Physical Plant.

Committee Reports:
Killingsworth called for committee reports:

- Communications Committee – Did not meet.

- Elections Committee – Doak announced the Southern Service Champ award nominations for the second quarter are due by the end of June. Currently 6 nominations have been received; more are requested. Nominations are online or the form can be printed and submitted.

- Executive Committee – Did not meet.

- Staff Welfare Committee – Did not meet.

- Campus Committees:
  Administrative Council – Will not meet until the fall semester begins.

  Appreciation Committee – Epperson reported they are working on the picnic to be held August 2. Tessman asked about inviting student workers to the picnic; Epperson advised they have their own events through CAB. President’s Council did not approve allowing the campus the day off on Thursday July 5 noting that we were given Obama day and half a day for the Unity walk. Jared Bruggeman stepped down as chair and was replaced by Ron Mitchell.

  Budget Advisory Council – Did not meet.
Faculty Senate – Will not meet until the fall semester begins.

Shared Governance – Did not meet.

Strategic Planning – Did not meet.

Killingsworth mentioned committees, Staff Senate is losing membership on some campus committees due to senator’s terms expiring. Staff Senate committees need new chairs (to be appointed at the next meeting). New senators can look at Staff Senate committees to see where they might be interested in serving. Committee chairs described the purpose of their committees.

- Communications – The committee is responsible for organizing and delivering communication, staff survey, input into the Intranet/SharePoint site. Communication is lacking according to the staff survey; there is a need and desire for the committee to come up with ways to get people involved in the communication process.
- Elections – The committee is responsible for handling Staff Senate elections (including nominations) as well as the Southern Service Champ awards.
- Executive – This committee is made up of the current officers; monthly meetings are scheduled with President’s Council.
- Staff Welfare – Formerly known as the Benefits Committee; they look at benefits and ways to improve things for the staff.
- Legislative Oversight – This new committee will work on the bylaws, maintain the constitution of the bylaws, add approved proposals, and parliamentarian procedure. The bylaws will be reviewed by this committee.
- Campus committees and representatives include:
  - Appreciation: Melanie Epperson
  - Administrative Council: attended by the SS president and open to all employees (meet during the school year)
  - Budget Advisory: Heidi Carlin, Gary Edwards, Ann Quade (need 2 SS reps)
  - Faculty Senate: need a representative (meet during the school year)
  - Shared Governance: Olive Talley (Julie Wengert and Judy Wilmoth are also on this task force; a proposal has been made to make this a permanent committee, the task force has completed its charge)
  - Strategic Planning: Michelle Arwood

If any new senators are on a campus committee that is not listed; please let us know and it can be added to the list and a report given at the monthly meetings. We do want to be sure we have Staff Senate representation on designated committees.

McDaniel will send out an email asking for committees each person serves on and listing the Staff Senate committees.

Old Business:
1. Code of Conduct Proposal
   This proposal was returned by the President’s Council; their question was what would be done about violations to the code of conduct. Wilmoth advised the committee will meet next week to revise the proposal.
2. Orientation and Training
   Wilmoth noted a proposal was sent to the President’s Council concerning orientation and training; the proposal was approved and there will be mandatory training beginning in August.

New Business:
1. Election of new officers
   Doak noted the open positions are President-Elect which requires a senator have served 1 (or more) years and have 2 years left to serve and Secretary which requires at least 1 year left to serve.
   It was noted that due to the rotation of senators only 4 people are eligible to run for President-Elect with the term requirements. Eligible senators include Josh Doak, Natalie Bruce, Gary Edwards and Bob Tessman.
   Wengert and Epperson nominated Bob Tessman for President-Elect. Tessman accepted the nomination, there were no other nominations. Tessman was elected as President-Elect for the 2012-13 term (President for the 2013-14)
• Arwood nominated Brenda McDaniel to serve a second term as secretary. McDaniel accepted the nomination, there were no other nominations. McDaniel was elected as Secretary.

2. Breakdown of categories (professional, classified, physical plant)
   When the Senate was originally created the categories were based on the Superior Service awards classifications. Originally it was 3 per category; currently it is 5 professional, 5 staff, 3 physical plant and 3 at large for a total of 16. The physical plant is the smallest group by number and it has been difficult to have representation from that area. If a change is made to the categories the ratios need to be fair.
   • Staff Senate representatives from the physical plant will check with their co-workers and provide input at the July meeting.
   • Wilmoth will provide the number of employees in each of the 3 categories.

Comments and Announcements/Guest Input:
Anonymous comments from the Staff Senate website (Staff Senate discussion/response in italics)

Received 6/7/2012 1:47 PM
Comments or suggestions: As you consider ammending the by-laws to address appointing senators to un-filled positions could you also consider the following changes Eliminating the Physical Plant category and combine them with classified staff. At least explain why they have their own representation. This does not seem logical to any staff I have spoken with. No one seems to know how this occured other then it is typical of how things have been done in the past. Create a new category of Administrators so that the professional staff positions do not become overrun with administrative staff. I would also suggest excluding any member of the presidniats council from membership in Staff Senate. (A.J. is a tenure faculty member but can't serve on Faculty Senate) Only allow staff to vote for their own representatives. For example classified staff can currently vote for who represents professional staff. Because there are more classified staff then professional staff this almost ensures professional staff are not represented by whom they wish to have represent them but rather who classified staff wishes. This is contradictory to the principals of representation This falls right in line with the current discussion; information will be brought to the July meeting for further discussion.

Received 6/7/2012 1:32 PM
Comments or suggestions: An Easy Answer to the Rec Center question. Ask the student senate if the students would object to faculty and staff having access for free to the rec center. Stress to them the opportunities for students to network with faculty and professionals in a social atmosphere. Also stress that most staff would be using the facility during hours when students do not frequent the facility Every one is so concerned that students would be upset if we use the facility but no one seems willing to ask them. The majority of students do not use this facility so I doubt they care if we use it Discussion ensured. The students are being charged for the rec center, they do get upset. Staff and faculty didn’t have to be offered the option to join the rec center; it is a benefit. President’s Council has indicated free access to the rec center won’t happen. The campus doesn’t know the issue is at rest. The Executive Committee will ask for a formal response from President’s Council.

Adjournment: Wengert made a motion to adjourn. Davies seconded the motion; motion carried.

Next Meeting: Wednesday, July 11, 2012 in Spiva Library Room #413

Respectfully submitted by: Brenda McDaniel