

**Staff Senate Minutes**  
**Thursday, March 15, 2018**  
**Staff Senate Chambers, UC 261**  
**9:30 a.m. – 10:30 a.m.**

1. Welcome
2. Call Meeting to Order – President Huss at 9:34 a.m.

Roll Call:

**Present Members:** Michon Anderson Barbara Bekis, Ann Brock, Jessica Bromwell, Alison Brown, Elizabeth Buck, Cedric Burgess, Paul Cade, Meghan Cullen, Marty Duell, Helen Dodd-Rodgers, Jill Green, Shelley Hand, Ann Hudson, Virginia Huss, Landon Johnson, Latica Jones, Kevin Langellier, Mark Patterson, Jazmine Phillips, Beth Ann Simpson, Elinor Williams, Theresa Winkelmann

**Excused Absences:** Tammara Adams, Becky Amos, Denna West, Latisha Brooks, Fredrika Cowley, Zaneta Ivy, Lisa Justen, Felicia Roddy-Jackson, Holliday Ridge

**Absent Members:** Christopher Allred, LaTondra Arnett, Sheron Davenport, Katelyn Emerson, Kimberly House, Olga Kohr, Mary Lanier, Amelia Mayahi, Kim McIntosh, Brennan Reeves, Beau Staples, James Wilson, Laura Wright

3. UMAR-Nancy Hurley introduced herself to the Staff Senate and encourage all who are approaching retirement to consider joining.
4. Special Guest – No Guest
5. Old Business –
  - a. Approval of Minutes for February—motion to approve by Felicia Roddy Jackson, seconded by Helen Dodd Rogers
  - b. Staff Appreciation—Megan Cullen reported that there is a new director of Aramark. Staff Appreciation will be held in Tiger Den between spring and summer terms. Meghan emailed the new Aramark Director and is waiting to hear of confirmation of date. Our total budget is \$4,000.00. There is money left over from fundraising from last year. Virginia will get the balance and we will fund the overnight workers with those funds. Virginia will meet with Jeannie Smith to ask for funds for more money for Staff Appreciation.
6. Virginia is on the family friendly committee—they are working on having lactation stations and the need for infant care on campus—2 year old and younger. Dr. Rudd has talked about Campus School possible adding more grades.

## 7. Committees

- a. Committee Reports:
  - Institutional Effectiveness Committee Report
  - Campus Safety and Security
  - Facilities and Services
  - Fee Refunds and Appeals
  - Food Services/Dining
  - Public Records and Forms
  - Traffic and Parking
  - Space Policy Council
  - Sustainability
  - ESAC (IT)
  - Policy Review Board

## 8. New Business

- a. Election – President—An anonymous nomination was sent in for Meghan Cullen. Meghan has served as the public relations coordinator. She plans to ask for more money and administrative support and will plan for fundraising for Staff Senate that will be marketed toward faculty, staff and students. Meghan would like for Senators to improve attendance at meetings and to be able to communicate better with clusters. She wants to create a shared drive to house senate documents. Meghan also wants to have orientation for new staff senators. Meghan would like to have organized agenda for breakfast with Dr. Rudd. Mark Patterson made a motion and Alison Brown seconded for Meghan Cullen to become president. There was no opposition.
- b. Felicia Roddy Jackson—said that the election process for the Staff Senate will be clarified with reports in Argos.
- c. Rudd Breakfast Discussions/Reports—Mark Patterson discussed the ORP does not allow hardship withdrawals because it is a 401a; the 401k does allow hardship withdrawals. Dr. Rudd told him that some legislation is now being discussed in the state legislature. We should have some type of reward program for students to continue to become engaged to increase retention. Also talked about some of the employees being able to get their GED. Dr. Rudd wants a cap on the raises of \$3,000.00 for those who make more than \$100K. With the extra money to be put in a fund for merit increases.
- d. Qualtrics Survey (2.5% Raise)—Virginia and others will be meeting with Maria on March 21<sup>st</sup> to work on survey. Even though survey went out on last year about the raise, another survey will be sent out this year so that we can have up-to-date information.
- e. Staff Evaluation—Training has been offered for Staff Appraisal System. There was no change, the numbering system will still be used. We need solid policy and procedure about how merit will be administered. Will the merit be base or one-time bonus?

9. Announcements

10. Questions/Concerns

11. Adjournment- Motion was made by Mark Patterson and Michon Anderson seconded.  
Meeting was adjourned at 10:37 a.m.

12. Next meeting will be April 19, 2018 @ 9:30 UC 261