

Staff Senate August Meeting

Thursday, August 29, 2019

Senate Chamber

9:30 am – 10:30 am

1. Welcome & Call Meeting to Order – 9:36 AM

2. Old Business

- a. Approve July Minutes
Motioned – Alison Brown; Seconded – Lee Vawter
- b. Recap of Staff Appreciation Day
 - a. Thank you, Cody Clinton. We had about 750 staff members come through.
 - b. We had extra food that we were able to bring to Physical Plant and Police Services after the event.
 - c. Harry Cash will email everyone a thank you for coming.
 - d. Pam Cash informed us that her staff usually has a second appreciation event just for them so they are not left out.
Idea – Have outside people come to sign people into the event.
- c. Recap of Ask Me Program
Business & Finance paid for the drink tickets. We had 57 people participated.
- d. Committee sign up confirmation and a continuation of President Cullen begging fellow Senators to sign up for committees.
Meghan passed around the committee sheets for individuals to sign up.

3. New Business

- a. Two Senators have left the University:
 - i. Devonia Banks – Cluster C, IT Services
 - ii. Margaret Cook – Cluster J, College of Engineering, College of Communication and Fine Arts, School of Music, School of Law
Change to procedure of election to opt in – Motioned Cody Clinton; 2nd - Francis Breland
- b. Admission Requirements for Non-Traditional Students – Students who don't score in Accuplacer – community college options
 - i. Meghan Cullen talked about UofM employees can take courses at community colleges. Frances Breland said that you would need to complete a paper form to Southwest's registrar's office for that institution. Alison Brown is also willing to put that document on memphis.edu/adultstudents. Once an staff/faculty person has received \$5,250 it turns into taxable income.
 - ii. People to take this on – Cody Clinton and Frances Breland
 - iii. Suggestion – Have a training on how to have complete the documentation.
- c. Monthly breakfast with Dr. Rudd starts in September
 - i. Meghan Cullen receives date from President's office approximately 1-2 weeks before the breakfast is scheduled to occur then forwards the date along to Senators asking for volunteers to attend. Up to five senators attend each breakfast - Meghan Cullen attends all breakfasts.
 - ii. Breakfasts take place at 7:30 am at the Holiday Inn on campus
 - iii. Agendas are generally flexible – Call for ideas for the first breakfast!

4. **Call for Questions/Concerns**

- a. Administration Org Chart – President said that it would come out in 180 days and it has yet to be revealed. There is a PDF online. You must use Internet Explorer and download the plug-in to view the document.
- b. Stephanie Beasley – Chief of Staff – Does it change anyone’s reporting relationships?
- c. Community Building to help with all the issues we have.
 - a. Open Houses to help with the community building.
- d. Have we sent out a survey that says, “What is important to you?” If not, it has been suggested that we should.
 - a. Harry Cash will create and send out that survey along with the email thank you for joining the luncheon email.
- e. We will ask the President to come to the next Staff Senate Meeting.

5. **Adjourn** – 10:37 AM

6. **Important Dates**

Board of Trustees Meeting – September 4, 2019, 8:30 am UC Fountain Board Room

Faculty Senate September Meeting – September 17, 2019, 2:40 - 4:30 pm UC Senate Chamber

*President Cullen will attend both meetings