



# Staff Senate Meeting Minutes

*Tuesday, November 8, 2022*

*10:00 A.M.*

*Eagles Nest Building – Multi-Purpose Room*

**Senate Members:**

Angela Clark – President  
~~Cathy Falb – Vice President~~  
~~VACANT – Secretary~~  
~~Monica Pier – Treasurer~~  
~~Ashleigh Bordeman – Finance and Operations~~  
 Lauren Case - Finance and Operations  
 Monica Cuccia - Finance and Operations  
 Homero Lozano - Strategic Initiatives

Members with ~~strikethrough~~ were absent.  
 Ebony Simpson- Strategic Initiatives  
 Stephanie Finley - Strategic Initiatives  
~~Jamarcus Corks – Student and Academic Success~~  
 Hind Masoud - Student and Academic Success  
 Melinda White-Davis - Student and Academic Success  
~~VACANT – Past President/Member at Large (nv)~~  
~~VACANT – Parliamentarian (nv)~~

**Special Guest:**

Michayla Davis

**I. Call to Order @ 10:10 by Angela Clark**

**II. Minutes Review**

- a. October – Stephanie motioned to approve and Monica C. seconded, all in favor.

**III. Old Business**

- a. Door Decorating (Spooktacular)
  - i. We had a total entry of 22 doors with 19 placed on social media for voting. A total of 2,259 total points was accumulated using the voting scale of heart reactions being worth 3 points, wow reactions worth 2 points and a traditional like worth 1 point. The social media post got a total of 28 Shares. Some areas for improvement included updating the entry submission to include the individual submitting their own photo of the door.
- b. 2022 – 2023 Staff Senate Budget
  - i. Stephanie motioned to approve the budget as suggested in October meeting. \$250 for Fall Potluck, \$250 for Spring Pot Luck, \$1,000 for Spring and Fall 2023 fundraiser and \$500 toward end of year staff senate meeting.
- c. Bylaws
  - i. Meeting was scheduled for Friday, November 11, 2022. An email was sent inviting any and all from the Staff to attend and join in updating the Bylaws with us on Friday, October 28, 2022. At this time one individual has responded with intent to attend.

d. Pot Luck / Holiday Celebration

- i. Following the recommendations of the October meeting Staff Senate is going to support the Allied Health Fall Potluck with a budget of \$250. Faculty Senate is going to match the funds. The date was scheduled for 11/14/2022 from 11:30 – 1:30. The menu is to be determined by the Allied Health Department.

e. Fundraiser

- i. Stephanie Finley and Cathy Falb to continue to work collaboratively to propose and suggest parameter around the scholarship parameters.

f. Senate Updates

- i. Marketing was contacted by Jamarcus Corks, Tuesday, October 11, 2022 and they provided a meeting minutes document. Another approach will need to be taken. Angela will look through Canva to see if there is a general template available to use and plug information into.

**IV. Comment and Concern Submissions**

a. “With the recent focus groups happening, what are the expected next steps and vision for LIT's marketing?”

- i. Marketing was e-mailed the submitted comment. Response was that Marketing was working with WDM to create a branding campaign. There are no timelines or visions to share at this time. Comments, concerns or suggestions should be emailed directly to marketing.

b. What is administration doing to address the reasons many employees have left recently (since the summer)?

- i. It was discussed that following the chain of command this comment be directed toward the office of HR to then elevate the question as necessary.

**V. New Business**

a. Christmas Tree / Door Decorating

- i. Suggested time line of announcement to be made ASAP. Opted for the contest to include door or tree. No department door entry. Individuals can enter in both door and tree contest. Social Media option using same Spooktacular rating scale but generate a Survey Monkey form for those who may not have Social Media counts.

**VI. Open Floor**

a. Stephanie Finley – Scholarships are available for students to apply. They do not have to be registered to apply for the scholarship.

- b. Melinda White-Davis – Gateway to be partnering with the Continuing Education Office to offer Medication Aide Update classes at the Gateway shopping center in the Spring of 2023.

**VII. Adjournment was motioned by Stephanie at 11:09 am and seconded by Lauren. All in favor.**