



**Staff Senate Meeting Minutes**  
***Tuesday, April 11, 2023; 10:00 A.M.***  
***Eagles' Nest Building – Multi-Purpose Room***

**Senate Members:** Members with ~~striketrough~~ were absent.

Angela Clark – President

Stephanie Finley - Strategic Initiatives

Cathy Falb – Vice President

Jamarcus Corks - Student and Academic Success

~~Julia Rodriguez – Secretary~~

Hind Masoud - Student and Academic Success

Monica Pier– Treasurer

Melinda White-Davis - Student and Academic Success

Ashleigh Bordeman – Finance and Operations

Lauren Case - Finance and Operations

~~Monica Cuccia – Finance and Operations~~

Homero Lozano - Strategic Initiatives

Guest:

Marlene Jennis

Jeremiah Kelly

John Randall

**I. Call to Order @ 10:01 am**

**II. Round Table Introductions**

**III. Minutes Review**

- a. March motioned for approve by Monica Pier seconded by Stephanie Finley.

**IV. Old Business**

- a. 2022 – 2023 Staff Senate Budget Update
  - i. Of the \$2,000 budget allotted a total of \$178.93 was used for the Fall Pot Luck and \$245.75 was used for the Spring 2023 Potluck. We have a remaining balance of \$1,573.31 with \$1,000 earmarked for Staff Appreciation gifts, and \$500 for transitionary end of year meeting.
  - b. Event Schedule
    - i. Stephanie Finley motioned and Melinda Davis seconded with all in favor for the removal of the Christmas door decorating contest and to add one for Spring 2024 in it's place.
    - ii. Concept mentioned to change the name of Spooktacular Door Decorating Contest name to Fall Spooktacular Door Decorating Contest to allow for individuals to decorate with a fall theme. Will be voted on in May meeting.
  - ~~e. Gifts for Staff Spotlight~~
    - i. Was to have been removed and left on agenda unintentionally.

**V. Comment and Concern Submissions**

- a. When will there be staff salary increases. A few people I know myself included have been here over a year and are still making the same while others are going up. With how much the inflation has gotten its making it harder and harder for some of us to survive.
  - i. Staff Senate will reignite the conversation of flex schedules and remote working options to offset no current raises scheduled.
- b. Closing the Eagles Nest down to allow for 30 minutes of lunch during peak registration.
  - i. 30-minute rotating lunches are scheduled for individuals and lunch is provided during peak registration.
- c. We have the transfer fair, and Karina spent time organizing it; is it possible to let the student participate more in the event? like give them points for participating, write a comment or essay.
  - i. Event coordinators encouraged to reach out to faculty when planning to determine some best dates. Staff Senate to contact Faculty Senate to inquire about best ways to go about getting faculty to encourage and time to allow for event participation.

## **VI. New Business**

- a. Review of March meeting with Executive Team
  - i. Login Information / Invalid Accounts
    - 1. IT directing students to Student Success, account creation issues
      - a. This should be handled by IT. Mary (CFO) will reach out to the Helpdesk and learn of their processes.
  - ii. Painting of the hallways and classrooms in the Technology center to better reflect the newly updated office spaces. Repairing the sheet rock next to the replaced water fountain.
    - a. The space next to the water fountain in TC has been painted. In the upcoming months a facelift of murals will be added and then painting will take place after.
  - iii. Coffee and light snack stations in buildings
    - a. Will look further into this being fiscally feasible, as they'd have to make sure that it would be for students if using student fees to purchase it and not faculty and staff. Like the idea though.
  - iv. Relaxation/ Game Center station that would include things like a pool table or video games.
    - a. Issue is the location. They are hoping this space will come after the Workforce Education building.
  - v. Covering of the quad to reduce heat and encourage more students to sit

- a. Will look into those pool / kite style awnings that give shade but may also serve to collect solar energy. This quad will not get work on until they complete the new building, but will be changed in the coming couple of years.
- vi. Outdoor sound system to play music for more than just the events.
  - a. Liked the idea of adding music in outdoor space. Will likely wait for the quad remodel to take place.
- vii. Additional food options beyond Mega Bytes.
  - a. Looking into vending machines, mentioned having food truck vendors to come on campus for all to purchase from.
- viii. Opening megabytes before 7:30 for students who have 8 am classes.
  - a. Will look into their hours.
- ix. Career Services Specialist
  - 1. Help to create internship programs for low enrollment program as well as create community partnerships.
    - a. Student Services is working on building a job description to get this vacant position filled.
- x. Larger Printer in the Eagles Nest Computer Lab
  - a. Request to IT will be submitted to have a xerox copier installed to allow for more print jobs.
- xi. Small (2 -3) Computer Lab space in Technology Center for those students not wanting to walk to the Eagles nest with small printer.
  - a. 6 – 8 computer stations and small printer will be moved to this space to allow for both students and adjuncts to have a computer lab when on this side of campus.

## **VII. Open Floor**

- a. Topics to discuss with Executive Team from April follow up
  - i. Announcement for faculty and staff waiting until students are served at Student Events.
  - ii. Limited peanut allergy snack options in vending machines outside of chips.
  - iii. Reignite the topic of flex scheduling and remote schedules.
- b. Reminder that we need to discuss in May meeting about the alignment of which representatives serve which area.
- c. May 2<sup>nd</sup> is scholarship banquet at the Beaumont Civic Center. Invites sent out via punchbowl app.

- d. Thanksgiving to Marketing/ Human Resources for adding the who's new announcement for new employees.
- e. Marketing seeking additional followers on social media accounts specifically the Instagram account with only 1,000 followers compared to the 13,000 on Facebook.
  - i. Ideas suggested were to make as an assignment in DORI, sending out text messages, or heavier push at orientations.

**VIII. Adjournment @ 11: 05 am** motioned by Monica Pier, seconded by Melinda White Davis and approved by all.