

Staff Senate Meeting Minutes
Tuesday, May 10, 2022
10:00 A.M.
Eagles Nest Building –Conference Room

Senate Members:

Angela Clark – President

Stephanie Finley – Vice President (Left Early)

Kathy Hawsey – Secretary

~~Monica Pier – Treasurer~~

Melinda White-Davis – Student and Academic Success

~~Lauren Case – Finance and Operations~~

~~Justine Landry – Student and Academic Success~~

~~Joul Ghorayeb – Finance and Operations~~

~~Homero Lozano – Strategic Initiatives~~

Ebony Simpson - Strategic Initiatives

~~Amber Clark – Strategic Initiatives~~

John Randall - Student and Academic Success

Monica Cuccia - Finance and Operations

VACANT – Past President/Member at Large (nv)

VACANT – Parliamentarian (nv)

I. Call to Order @ 10:04 am by President, Angela Clark

II. Introduction of new members

- a. Introduced Melinda White-Davis, Ebony Simpson and Monica Cuccia after filling in vacancies with other senate members stepping up to fill in vacant officer roles.

III. Minutes Review

- a. April
- i. Stephanie Finley motion to approve the April 2022 minutes Kathy Hawsey seconded motion of approval carried by all.





IV. Old Business

- a. Parking Funds/ Pot Holes
- i. Amanda Retherford responded on April 26, 2022: Parking Fees are deposited into a parking fees fund. The funds are used to cover cost of parking permits, repairs, and maintenance of parking lot lighting.
- b. Door Decorating Contest
- i. This will take place under the new senate and will be moving this agenda item to the August and September agenda.

- c. TSUS Staff Award
 - i. Notified on May 5 at 5:06 pm that Angela Clark was submitted to the Board of Regents as the LIT nomination for the award. No known date of when the selection will be made.
- d. Staff Senate Incentive
 - i. Justine working with vendor to see if samples are available. Will update at the next meeting.
- e. Agenda Items/Requests
 - i. Had one submission via google form asking for Friday's off. This to be taken into consideration for the Work Schedule bullet item.
- f. Elections/Vacancies
 - i. Call for elections to be sent out in the first week of June. No volunteers to serve as the election committee. Angela to reach out to Human Resources to confirm employment list with start dates to begin preparing nominations.

V. New Business

- a. Bylaws Amendment
 - i. Vote to amend Article II of the Bylaws to accommodate electronic voting. Stephanie Finley motioned to approved the amendment, John Randall seconded and the all approved. Motion passed for amendment.
- b. Budget Update/ Review
 - i. Budget was presented showing a total of \$910.52 remaining in the budget.
- c. LinkedIn Learning
 - i. As partners with Sam Houston State University all faculty, staff and students have access to LinkedIn Learning courses to add badges to their account. Steps to access were submitted to Dr. Hill to send out to all faculty and staff.
- d. Work Schedule
 - i. Staff Senate submitted the following to the Executive Team

 Reply
  Reply All
  Forward
 Wed 5/18/2022 1:44 PM
 Clark, Angela
 Summer Hours
 To **Executive Team**
 Cc Staff Senate

Good afternoon,

Staff Senate would like to inquire if a summer work schedule was being considered, and to propose one of the following two alternatives to the past summer schedule that we have worked for consideration:

- 4 - 10-hour days, with campus closed on Fridays (remote workday the four day work week per supervisors' discretion)
- Standard Summer Hours M-Th 7:30 - 5:30 with Fridays being remote work from 8 - 12 (additional remote workday per supervisors' discretion)

Have there been any discussions on summer work schedules and when they would begin?

VI. Open Floor

a. Consisted of conversation about the Summer Work Schedule.

VII. Adjournment @ 10:52 motioned by Melinda White-Davis, seconded by Ebony Simpson and motion carried by all.