



**Staff Senate Meeting Minutes**  
***Tuesday, April 16, 2024 @ 10:00 A.M.***  
***PATC Building – Room 109***

**Senate Members:**

Angela Clark – President

~~Cathy Falb – Vice President~~

Rocio Flores - Secretary

Monica Pier– Treasurer

~~Sherri Anderson – Finance and Operations~~

Jonathon Beritich - Finance and Operations

Ashleigh Bordeman – SI/IF, D&F, & M&C

Robin Clements - SI/IF, D&F, & M&C

~~Jamarcus Corks – Instruction~~

~~Stephanie Finley – SI/IF, D&F, & M&C~~

Chelsea Graves - Instruction

Hind Masoud - Instruction

Tammie Rossi - Finance and Operations

**Guest:** Marlene Jennis, Charles Gunner

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**I. Call to Order @ 10:02 am by Angela Clark**

**II. Introductions**

- a. No introductions necessary.

**III. Minutes Review**

- a. March minutes motioned for approval by Rocio and seconded by Monica with the one grammar correction in section VII.Bi1.

**IV. Executive Team (ET) Meeting Update**

- a. Mega Bytes / Student Meal Plan
  - i. This is noted to affect less than 10 of our students on campus. This will no longer be an issue brought forth by the Staff Senate.
- b. Bike Racks
  - i. Bike Racks were considered a good suggestion and to be follow up on the feasibility to put those in more than just in front of the MPC Building.
- c. Employee Satisfaction Suggestions
  - i. Request of a book club would need to be done during lunch or after hours which can be done and doesn't require the approval of the ET
  - ii. Weekly Bullets or a Master Scheduler would not be something to add a task on to any individuals' normal duties. Improvements are being done on the website that includes an event calendar.

## **V. Budget Update**

- a. FY 24 budget is remaining at \$2,165.20 cents. We will be spending in the next month for the purchase of the coloring boards, staff appreciation gifts for the end of the semester, and the suggested registration appreciation gift.

## **VI. Old Business**

- a. Coloring Boards
  - i. Graphic Design class provided their first round of projects for review. Staff Senate received a copy of those drafts and asked to provide any additional feedback to the students. Calendar invite will be sent out to senate should they want to see the next round of presentations.
- b. Spring Softball / Kickball Event
  - i. This can be an event possibly for the College Life week. Will consider developing more during the Summer. This would have to be an afterhours event.
- c. Salary Scale
  - i. Ashleigh provided an update that a Salary Schedule is currently being developed that will be based off of title and provide a minimum and maximum range. There is not an expected release date at this time.

## **VII. Comment / Concern Submissions**

- a. No comments or suggestions were submitted.

## **VIII. New Business**

- a. Length of service required to serve on Staff Senate reduction from 1 year to 6 months was motioned for approval by Robin and seconded by Ashleigh with all in favor.
- b. Updating representative structure was discussed to no longer require Senate Members to associate with certain areas. This is being done in an effort to get more participation in the Senate from individuals who want to be active, simplify the voting processes, and accommodate changes of structure that make it harder to keep up with in aligning individuals to certain areas. A draft version of this change will be presented to the Senate via email prior to the May meeting in order to vote for the change before FY 25 elections take place.

## **IX. Open Floor**

- a. Chelsea mentioned “Graduation” (retirement) celebration for Gail Williams at 2 pm on the 25<sup>th</sup> in the MPC Conference Room. Applications are wrapping up for allied health programs. Expected to notify individuals before the May 15<sup>th</sup> date.

- b. Monica mentioned the hiring of a new student life coordinator Lindsey Grantham and Registration is underway in Student Success.
  - c. Joul updated that the scan to email is still down and being investigated. Firewall updates have slowed some processes. Students will soon be moving to DUO log in. New IT ticketing system to be accessed through myLIT though you can still submit an email.
    - i. Hind mentioned the need for a tutorial/handout on how to get Outlook on the phone for students.
  - d. Robin mentioned how a few students requested a seating area be put in under the stairs in the Cecil Beeson Building nearest the exit toward Eagles Nest. – Will bring up to the Executive Team Meeting.
  - e. Discussion was had about the need for small directional signage around campus whether on the sides of buildings or arrows on the ground providing direction until more permanent fixtures are in place. – Will bring up to the Executive Team.
- X. Adjournment @ 10:57** motioned by Robin and 2<sup>nd</sup> by Ashleigh, all in favor.