

STAFF SENATE

Minutes
1/11/2023

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|--|--|--|
| <input checked="" type="checkbox"/> Ebert, Anna/President | <input type="checkbox"/> Fontaine, Virginia | <input type="checkbox"/> Payne, Paige |
| <input type="checkbox"/> Merchen, Kyra/Vice-Pres | <input checked="" type="checkbox"/> Gifreda, Laura | <input checked="" type="checkbox"/> Pierson, Patricia |
| <input checked="" type="checkbox"/> Caldwell, Kim/Secretary | <input type="checkbox"/> Hansen, Nina | <input type="checkbox"/> Poole, Angela |
| <input checked="" type="checkbox"/> Anderson, Kelsey/Treasurer | <input checked="" type="checkbox"/> Heinitz, Melanie | <input checked="" type="checkbox"/> Ravenscroft, Cheryl |
| <input checked="" type="checkbox"/> Adams, Julie | <input type="checkbox"/> Howard, Beau | <input checked="" type="checkbox"/> Reddington, Kasandra |
| <input checked="" type="checkbox"/> Adamek, Marika | <input type="checkbox"/> Marston, Mike | <input checked="" type="checkbox"/> Rogers, Tony |
| <input checked="" type="checkbox"/> Benasky, Ed | <input type="checkbox"/> Miller, Candice | <input checked="" type="checkbox"/> Stergar, Christy |
| <input type="checkbox"/> Benge, Jeremy | <input type="checkbox"/> Mortimore, Kathy | <input type="checkbox"/> Thompson, Greg |
| <input type="checkbox"/> Bennett, Josh | <input type="checkbox"/> Mousel, Melissa | <input type="checkbox"/> Wagner, Cole |
| <input checked="" type="checkbox"/> Carr, Kylie | <input type="checkbox"/> Neace, Atalyssa | <input type="checkbox"/> Zigan, Amanda |
| <input type="checkbox"/> Fife, Tyler | <input checked="" type="checkbox"/> Nelson, Jeff | <input type="checkbox"/> visitor |
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AGENDA

- I. **Call to Order 10:25 AM. Brunch meeting held in DON 002/003.**
- II. **Review of Minutes** – December minutes were approved unanimously. Marika made a motion to approve, and Julie seconded.
- III. **Treasurer’s Report Kelsey**
 - a. **Budget:** \$120 of petty cash was spent on food for the brunch.
 - i. Petty cash: was \$473.88 and is now \$353.88
 - ii. Budget: \$655.12
- IV. **Old Business**
 - a. The Staff Senate/Dean meeting has been rescheduled to January 20th.
 - b. Reminder discussion that our petty cash funds resulted from a fund-raiser held years ago. The current directive is that our budgeted funds can not be spent on food. Since other organizations are still doing this, the Staff Senate board will double check on this with the Dean.
- V. **New Business**
 - a. **New member:** Welcome Patricia Pierson—new librarian.
 - b. **Upcoming Guest Speakers:** Suggestions for upcoming guest speakers were Mary Twardos (HR/benefits), Ryan Loomis (Community Ed), Deb Rappaport (Nursing), Ed Benasky (IT), and Jessie Pate (Institutional Data). Thoughts shared included

giving the speaker specific questions or bullet points ahead of time, and having the guest speaker come at the last 15 minutes of the meeting.

- c. **Spring Events:** A review of ideas for spring events included 406 Day, Campus Clean-up, Yard Games, QWL Giving Baskets, Alma Mater day, and March Madness.

VI. Committee Reports (Attached)

VII. Adjournment: Meeting was adjourned at 10:52 AM

- a. **Next Meeting:** Not announced

Additional Reports

Diversity & Inclusion

- The committee has been put on hold since there is no longer a chair position. We are waiting to see how Sandy wants the committee to continue.

Quality of Work Life -Melanie

- We hope everyone enjoyed the December Cheer Events!
- The Giving Basket Raffle is next on our Agenda. We hope your area will consider making and donating a basket for the raffle.

Safety – Melissa

- Ice cleats are available for all new hires. Mary sent an email out to those individuals
- Fire extinguisher training will be offered tentatively in April.
- Active shooter training tentatively in February for a presentation and hands on training|tentatively over spring break.

Customer Relationship Management (CRM)

- Implementation stages still

MUSSA – Anna/Kyra

- Did not attend last meeting

IDEA – Anna

- Working on non-academic program reviews
- Mid-year annual plan reviews are due by 2/3

Professional Development – Marika

- Thank you to all who participated in the Mental Health First Aid training held the first week in January.
- Watch for PD offerings in January's MMM – we will be offering Microsoft Word and OneNote trainings. These offerings are also listed in your Vector under "Available Events"
- And please consider applying for Professional Development. Apply in your Vector Solutions account through the Employee Portal page – in the Professional Development section – select "Vector Solutions Login."

Dean's Office – Paige

- Continuing to plan March BOR meeting logistics