Minutes

Officers Present: Gary Payne, Chair; Travis Craig, Parliamentarian; Katie McCoy, Secretary/Treasurer; Brandi Everett, Communications Coordinator; Christi Hestand, Past Chair; Lexi Peak, GA


Guest Present: Kemper Rao, Jerri Robertson, Meredith Wright, Melisa Brown

I. Call to Order (5 minutes) – 3:05pm

II. Approval of Minutes (5 minutes) – Keith motions; Nicole seconded; Approved

-This Friday Santa helper’s will collect toys, and they will be sorted; Volunteers are needed at 10am

III. Speakers/Presentations (20 minutes)

a. President Smatresk
   i. 2% merit pool sent out an email
   ii. Day before Spring Break will be given as a day off
   iii. Gallup Survey
      1. Instrument that will give some feedback – may not be the best tool for higher education
      2. ‘Being best place to work’ is a good goal to work towards
         a. Teammates and partnership is how he wants to approach running UNT
            i. Focus on working together with others in other departments or across the campus
            ii. Focus on collaboration
            iii. This is the President’s ideal workplace and wants to make this experience possible for all staff members
      b. Talon Team have been fielding issues to make things work better
         i. Major successes implemented last year
      c. Work together to find solutions to problems
         i. Value input on improvement
   3. Two town halls on Gallup poll
      a. One meeting with supervisory positions
         i. Workshop kind of feel with panelist
         ii. Director, Chair, and up will the staff attending
      b. One meeting open to all staff
         i. Listening to people’s concerns and ideas
     iv. A meeting about Shared Services
     v. Job Grading
        1. 100 titles went to 500 titles
        2. Fair number of reviews have been submitted
        3. Posed the question: what problems are being brought forth?
           a. Salary cap: HR created a cap that reflects the market rates.
The caps are there to encourage staff to pursue jobs with more responsibility.

Advisors are being asked to work more during the summer, and it is difficult to use comp time of flextime properly during this time.

The advisors are not being paid overtime and are expected to use comp time and/or flextime.

Perceived titled could have been due to title inflation in the past which could also have to do with salary cap.

Communication was a big issue and President recognizes that HR failed at this piece. There is no good answer to this problem.

Chancellor Roe has included President in the decision-making which is new

1. There are many changes in the pipes
2. Chancellor is focused on making things better.

IV. Consent Agenda (10 minutes) – Ann motioned; Nicole seconded; Approved

a. Ad Hoc and University Committees
   i. President’s Council – Gary Payne
   ii. President’s Advisory Council – Gary Payne
   iii. President’s EDGE Advisory Board – Gary Payne
   iv. Space Management and Planning – Gary Payne
   v. Campus Leadership Team – Gary Payne
   vi. Emergency Preparedness Advisory Committee – Tonya Riley
   vii. Technical Architecture Group – Josh Lukins
   viii. Distinguished Lecture Series – Kathryn Beasley and Karen Goss
   ix. Union Board of Directors – Karen Goss
   x. Mary Jo & V. Lane Rawlings Fine Arts Series – Susan Sanders
   xi. Transportation Advisory Committee – Sonia Vazquez
   xii. Athletic Council – Travis Craig
   xiii. Staff Appreciation Month – Travis Craig, Christi Hestand, Ann Bartts, and Suzan Cruz
   xiv. Status of LGBT Faculty Committee – Travis Craig and Ann Bartts
   xv. Student Media Committee – Claudia Taylor

V. Consent Agenda Discussion Items (5 minutes)

VI. Constituency Concerns (5 minutes)

a. Some staff, in Facilities especially, don’t get the benefit from the early release on Dec. 22nd.
   i. Hourly employees don’t get paid time off or don’t get those hours while they see the salaried staff getting paid time off.
      1. 150 people are affected.
   ii. What happens if your department requires you to be open from 8 to 5?
   iii. Shareece Park is looking at how this should be coded and what it looks like in time and labor
      1. An email will be send out with this information

VII. Officer Reports (10 minutes)

a. Chair Report – Gary Payne
   i. Talking with Senate/Council consortium—talking about best practices and how they are solving any major issues
   ii. President’s EDGE Program Survey—awareness and experience of those who have used the program
      1. Send out to constituents
      2. Open to faculty

b. Budget Report – Katie McCoy
i. Saving money for Spring Events

c. Communications Report – Brandi Everett
   i. Toy sorting on Friday at 10 am room pending room in Chilton
   ii. If possible, please bring the boxes with you to Chilton
   iii. Important to send out newsletter to constituency

VIII. Staff Senate Committee Reports (10 minutes) -- these meetings will be held after the general meeting today

   a. Standing Committees
      i. Communications and Public Relations – Claudia Taylor & Karen Goss
         1. Dividing up social media posting duties – Emiley is doing it this week
         2. Working with Lexi on constituency pool updates, which depends on when we can get
            new hire information from HR
      ii. Bylaws and Elections – Devin Axtman
         1. Officer-Elect election
            a. Still need a nominee
            i. Tonya is thinking about the position
      iii. Policy and Benefits Committee – Kathryn Beasley
        1. Meeting with Graduate school
        2. Helping staff members get an undergrad degrees
        3. Helping raise awareness about President’s Edge
      iv. Staff Development – Josh Lukins
        1. Making plans for L & L for next semester
        2. Struggling with workload

IX. Old Business
   a. Officer Elections
      i. Travis Craig was nominated by Nicole

X. New Business

XI. Announcements
   a. Follow-up about Transportation
      i. A memo about changes will be sent out
   b. President’s EDGE
      i. Translating some of the supervisory blocks and materials into Spanish

XII. Adjournment – Christi motions; Sonia seconded; Approved