



STAFF SENATE MEETING MINUTES

January 10, 2017

3:00 p.m. – Union Senate Chambers, Room 332

Officers Present: Christi Hestand, Chair; Gary Payne, Vice-Chair; Kathryn Beasley, Treasurer & Secretary; Brandi Everett, Communications Coordinator; Kevin Sanders, Parliamentarian; Kristi Ormand, Past Chair

Senators Present: Cheryl Benningfield, Wayne Campbell, Larry Collamer, Travis Craig, Lisa Cuevas, Chris Cunningham, Melanie Dewey, Dana Duke, Stephanie Fields-Hawkins, Annie Garcia, Crystal George, Daisy Gilliam, Linda Godoy, Karen Goss, Michelle Jack, Katie McCoy, Tammy McDaniel, Jessie Niu, Liz Perkins, Susan Sanders, Nicole Savage, Claudia Taylor, Robert Tompkins, Sonia Vasquez

I. Call to Order 3:05pm

II. Speakers, Presentations, and Special Topics

- a. Courtney Newsome; Child Care Resource and Referral Service, Coffee and Convos
 - i. Courtney is the Coordinator of Off-Campus Student Services. Her email is Courtney@unt.edu. She is passionate about providing access for students and wants to make sure that we know about their office and programs so employees and students can use their services. (pick up handout)
 - ii. They serve online students, students in Denton who are off campus, non-traditional students, married students, students with dependents who are minors or their parents. There is a hotline where they record need-to-know information about events, and people can call and hear about what is going on in their office.
 - iii. UNT partners with CampFire, a childcare referral service. The service helps faculty, staff and students find childcare in DFW area. They verify that user is UNT affiliated and then allows them to narrow the choices by location, times, price, etc. They will provide information about centers who are open and not those that are not. This can help students to stay in school.
 - iv. Nest Watchers is for UNT students who have children. They are recruiting UNT students to become babysitters and parents who are looking for babysitters. UNT serves only as a clearinghouse, but it helps to connect UNT students who can mutually benefit from babysitting.
 - v. Coffee and Convos allows students to engage academically with their professors and get them to stay on campus for longer amounts of time. Students take a survey on the website to find out what they want to accomplish, and Coffee and Convos will cover the cost of any beverage. They receive conversation starters if they are nervous, and they will talk for 10 to 15 minutes. They get a free shirt and chance to receive \$100 voucher to the bookstore. This could possibly be flexible to include staff/Senators.
 - vi. Chris Cunningham with UNT Library is interested in connecting with them to support distance, off-campus students.
 - vii. Wayne Campbell thanked Courtney for the work that she and her office do for the students they serve.
 - viii. They cover 31,000 students (all not in residence halls), about 5,000 students have dependents according to FAFSA, 8,000 students are older than 24 (numbers are a bit dated, 2 years or so).
 - ix. UNT endorsed off-campus housing search is available. There is a sublease message board for students on their site.

III. Approval of Minutes

- a. Minutes were approved as written.

IV. Officer Reports (10 minutes)

- a. Chair Report – Christi

- i. Allen Clark coming to next meeting.
- ii. Shaureece Park is our new HR rep.
- iii. Staff Appreciation Month is in March, and we will do a formal presentation about that next month.
- iv. We had planning workshop in December before break to plan what the rest of the year looks like.
- v. We have used our budget well, and we have interviews going on for GSA position. If anyone wants to help with GSA interviews, contact Christ Hestand.
- vi. Troubleshooting form is now on the website to capture information about things that are difficult to accomplish at UNT.
- vii. We are working on publications to promote Staff Senate.
- viii. We are working on date for Staff basketball game.
- ix. We plan to meet with VPs to finalize the constituent list along with template about how to introduce self and what to include. We will have to monitor lists for accuracy to include new hires and those who left.
- x. We will continue Lunch and Learns.
- xi. We have had 3 people who have missed 3 or more consecutive meetings. We are working with Elections and Bylaws regarding a procedure to follow if Senators miss too many meetings.
- b. Budget Report – Kathryn
 - i. We are interviewing 3 people for the GSA position and hope to have someone hired and in place within 2 weeks. They will work in the Faculty Senate office and will have a computer.
 - ii. We have continued to monitor our budget effectively.
- c. Communications Report – Brandi
 - i. Has been working on updating website.
 - 1. We had a link for PerkSpot, which we used to manage. We no longer manage it, so the link was changed to “helpful links.” If anyone knows about other links we should include, send them to Brandi.
 - 2. Troubleshooting form has been added to “Ask Staff Senate” section to help identify problems at UNT.
 - 3. The new PCSS documents are online for review as well as updated lists of Senators.
- d. We are increasing our social media presence.
 - i. We gained traction when we posted about Lucky passed and we posted about it. Our shares and likes have increased by about 300%.
 - ii. They are working on information cards to promote Staff Senate and encourage staff to run.
- e. We might help with Drupal training. All but 3 Senators in meeting would be interested in Drupal training. Christi is working on this and determining the format, length.
- f. “Special Topic” has been added to item 2 on the agenda. This will allow Senators to share any constituent concerns they have received.

V. Staff Senate Committee Reports (20 minutes)

- a. Standing Committees
 - i. Communications – Claudia Taylor
 - 1. Our post about Lucky got reach of 368,000 people on Facebook.
 - 2. Like Staff Senate Facebook page and invite friends to do so as well.
 - 3. We now have Flat Scrappy. Staff will receive Flat Scrappy and instructions in intercampus mail, and they will return him to us within a week. Tammy McDaniel would like to receive Flat Scrappy. Send Claudia ideas about who should receive Flat Scrappy.
 - ii. Elections and Bylaws – Nina Sichterman
 - 1. Absent, no report.
 - iii. Policy and Benefits – Wayne Campbell
 - 1. Stars game is Saturday. If people want final last minute ticket, you can go through Alex Rhodes. Christi can provide that information.
 - iv. Staff Development – Ramona Rosborough & Ellysia Dierker
 - 1. Next Lunch and Learn is January 27th and will cover HR topics.

2. We will plan to do a Lunch and Learn to inform staff of ways to advance their careers. The topics will include going back to school, HR trainings, how to do reclassifications, and other topics.
3. We will continue to seek set-up and tear-down help from Senators who sign up to attend Lunch and Learn sessions.

b. Campus Wide Committees

- i. President's Council – Christi Hestand
 1. January meeting cancelled. Next one Feb 1
- ii. President's Advisory Council – Christi Hestand
 1. Undocumented students is hot topic. Adding FAQ to website for undocumented students and their families.
 2. Next meeting is 1/11.
- iii. Space Management and Planning – Christi Hestand
 1. Request to rename building from Speech and Hearing Clinic to Center. Athletics building renaming.
- iv. Campus Leadership Team – Gary Payne
 1. No meeting.
- v. Technical Architecture Group – Gary Payne
 1. Did not meet.
- vi. Student Media Committee – Anna Pechenina
 1. No report.
- vii. Distinguished Lecture Series – Kathryn Beasley
 1. No meeting.
- viii. Union Board of Directors – Kevin Sanders
 1. Meet next week.
- ix. Fine Arts Series – Susan Sanders
 1. Susan hasn't heard anything about it. Christi and/or Kevin will check on it.
- x. Staff Appreciation Month – Ann Bartts, Cheryl Benningfield, Sonia Vazquez, Travis Craig, Melanie Dewey
 1. Cancelled meeting. Supposed to be gathering ideas about activities. They are looking to do fewer, better sessions. The committee can look at list of activities to give input. The training should enrich staff but don't have to be work related. Discussing tour to Frisco site with reception.
- xi. The Gathering Place – Christi Hestand
 1. Faculty/staff hangout. Beer and wine after work hours.
 2. January is target month.
- xii. Parking and Transportation – Christi Hestand
 1. No new meeting.

VI. Old Business

VII. New Business

VIII. Announcements (5 minutes)

- a. Lunch & Learn
 - i. January 27th
 - ii. Human Resources – some topics include: timekeeping, payroll, FLSA, FMLA, job grading, onboarding, ePar, “do not rehires,”
- b. Melissa Harris-Perry is speaking at the Equity and Diversity Conference on February 23rd.
- c. Annual Space Survey opens on March 1st.
- d. Child Development Lab is open at Mean Green Village.

- e. College of Education is hosting Temple Grandin on Tuesday, April 14th in Dallas.
- f. Facilities wants to share information about what facilities does and who can help with their problems. Nicole Savage will work with Christi on an event or informational documents. Building reps exist in each building. Facilities does a lunch for them each year to share information.
- g. HR really needs or support for Staff Appreciation Month.
- h. Please attend basketball games – especially those for the women. They need supporters.

IX. Adjournment (1 minute) Gary moves, Kevin seconds, meeting adjourned at 4:14pm