



STAFF SENATE MEETING

February 7, 2017

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

MINUTES

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

Senators Present: Cheryl Benningfield, Wayne Campbell, Larry Collamer, Travis Craig, Lisa Cuevas, Chris Cunningham, Melanie Dewey, Ellysia Dierker, Dana Duke, Peg Gant, Annie Garcia, Crystal George, Karen Goss, Lucas Imel, Michelle Jack, Tammy McDaniel, Rachel McMullen, Jessie Niu, Liz Perkins, Ramona Rosborough, Nicole Savage, Claudia Taylor, Sonia Vasquez

Guests: Candi Harris, Harold Woodard, Michelle Hale, Gwen Bartelle

I. Call to Order (5 minutes) 3:08pm

II. Approval of Minutes (5 minutes) Motion made by Rachel McMullen and approved by Senate.

III. Speakers, Presentations, and Special Topics (10 minutes)

a. Gwen Bartelle - Campus HR, Staff Appreciation Month

- i. SAM is in March. They need help.
- ii. On the back of the packet distributed in meeting, you can find the events for SAM.
 1. They are having coffee and burritos on March 1st in the Presidential Suite (volunteers needed, sign up sheet going around).
 2. 4-6 volunteers needed for service awards. Info going out in InHouse.
 3. Ice Cream Social – on March 7th needs our volunteers as well as Pop Over for Popcorn.
 4. 3 volunteers needed for Frisco tour, one per bus (check in people, monitor tours, round everyone up, get everyone back).
 5. Health Fair and Fun Run signups will be online through the general training sign up on MyUNT.
 6. Staff Appreciation Lunch – 4 to 6 people for main campus Lunch.
 7. Wear Staff Senate shirt when volunteering for SAM events.

b. Spring Atwater and Robin Melendez-Martin

- i. Started Women's group called Overcomers that meets on Saturdays twice a month (1st and 3rd Saturday).
- ii. Provides supportive environment for women to connect and overcome challenges to help them achieve their goals.
- iii. Saturday 2/7, 1:30 at Zera Coffee on McKinney.
- iv. The group is designed so you can come anytime and will always feel comfortable. No commitment necessary.
- v. Safe environment to be transparent and be supportive of one another. Share information with all who might be interested.
- vi. Will send the group information out to the Senators.

c. Candy Harris - Office of Student Academic Success

- i. Joined Harold Woodard for retention initiatives.
- ii. New campaign beginning Feb 18th and they are seeking our support and endorsement.
- iii. Many resources on campus that help students. Students just don't know about them or take advantage of them. New initiative encourages students to stop talking about what they need to do and instead "be about it."

- iv. Long sleeved t-shirts being used to promote the initiative. Numerous hashtags on shirt to promote resources. The hashtags will hopefully be used on social media. Shirts will launch on Feb 16th.
- v. Will be tabling on campus to spread news of events on campus.
- vi. They sign up for events on the spot, they receive a shirt once they actually show up to the event.
- vii. Kevin Sanders made a motion to support the “#BeAboutIt” initiative, and Wayne Campbell seconded. The Senate approved our support of this initiative.

IV. Officer Reports (10 minutes)

a. Chair Report – Christi

- i. Our Graduate Assistant, Lexi Peak, was hired and has started working with us. She was hired as a result of the President’s support.
- ii. The EC met with President Smatresk and updated him on L&Ls and surveys, constituency list, and budget. We gave an overview of all the things we have been doing, and he was encouraged and positive about our successes. Visibility is improving. He has challenged us to move forward with troubleshooting efforts. Talon Team exists now to help identify problems on campus. Terry Day, Debbie Rahr, and Brandi Renton are on committee and are talking about process improvement. P-Card and purchasing might be new L&L.
- iii. Senators received their constituency pool lists in the meeting. This is how we will track who we all contact to share SS news.
 - 1. Groups are broken down by division as logically as possible.
 - 2. We are working with IT to create contact lists in Outlook; we can help keep lists updated by sending information about changes to constituents to communications team as they will handle these.
 - 3. The information provided in the meeting includes the changes to PACs and CAS; there are only a couple of places where the list might be adjusted. Those Senators will be notified once those changes are made.
 - 4. Librarians are considered to be staff but treated as faculty; clarification needed to make sure they are represented by Staff Senate and not Faculty Senate.
 - 5. The template will be emailed to everyone to use to contact constituents; please wait to follow up with constituents until you get the green light from Christi.
 - 6. Some faculty researchers fall under staff designation.
 - 7. You should attach all dates of SS meetings, L&L dates, SAM information, and other events/info that comes up between now and then.
 - 8. Will discuss L&Ls on dates other than Fridays and possible date for facilities staff who work late nights/overnight.
 - 9. We hope to do a full review of the constituent list once or twice a year.

b. Budget Report – Kathryn

- i. We have not spent any additional money but need to reconcile the budget.
- ii. We will have promo items in time for giveaways for Senate outreach events.

c. Communications Report – Brandi

- i. February newsletter coming up soon.
- ii. She is adding events to calendar, so visit SS website to learn about events.
- iii. If you would like dates added to calendar, send to Brandi. Can add fliers to calendar items.

V. Staff Senate Committee Reports (20 minutes) – these meetings will be held at 4:30 pm today

a. Standing Committees

- i. Communications and Public Relations – Claudia Taylor
 - 1. Flat Scrappy is making his way across campus. Went to Facilities to drive, work on a car, and cut some keys. Images being posted on social media sites intermittently. Has come to DP to play PS4. So far, people like it once they get the concept.
 - 2. They are working on a promotional card to hand out at events on campus, hope to have it by March 1.

3. Will attend campus events to promote Staff Senate.
- ii. Bylaws and Elections – TBD
 1. Briefly met, but only one other person was there. They will meet after the meeting.
- iii. Policy and Benefits Committee – Wayne Campbell
 1. Had successful hockey game. Thank you to those who coordinated and attended the event.
 2. Looking to do something with FC Dallas. Teammates are working on SAM. Looking to do something with Rec Center, especially if staff can get access to some of the things that students can.
- iv. Staff Development – Ramona Rosborough & Ellysia Dierker
- v. Justin Stewart in EOC would be happy to put one on.
- vi. Session about various things on campus go on that could be used for L&L – updates for things like consultants, Gallup poll.
- vii. Drupal training would have to be broken into proficiency. Some people only need to know how to update text, others need to know how to redesign. URCM is looking at how to plan a workshop to help as many people as possible. Some of the Drupal issues are outside of URCM’s control because they are best responded to by the IT authorities at UNT. They have “office hours” in URCM about Drupal where people can come get help. Online help is useful to Drupal users as well.

b. Ad Hoc and University Committees

- i. President’s Council – Christi Hestand
 1. At town hall event, President talked about sanctuary campus, international student, immigration. Lots of good dialogue, many legal resources on campuses and student support resources as well. President has been transparent and open to helping. The situation is very fluid, and the students and scholars who are here on various visas have been contacted and encouraged to remain in the US as their visas may not be honored upon reentry to the country.
 2. As soon as we know information, we will communicate it to the campus community.
 3. Students with specific questions about their statuses should contact UNT International. There are many concerns for both current and potential international students.
- ii. President’s Advisory Council – Christi Hestand
 1. Talked about how to communicate information about DACA and immigration changes. There is always open discussion in these meetings.
 2. Good talks about what is going on on campus. Great issues bounced around.
- iii. Space Management and Planning – Christi Hestand
 1. Haven’t met since the last SS meeting.
- iv. Campus Leadership Team – Gary Payne
 1. Haven’t met but will the first week of March.
 2. Team includes SS, FS, SGS, and GSC leadership. They discuss issues that impact faculty/staff/students.
- v. Technical Architecture Group – Gary Payne
 1. Intel rep talked about V Pro Platform software for businesses. Pitch meeting to talk about us buying their stuff.
 2. Announcement about BSC buying Macs in bulk. If you need to buy these computers/devices for your area, they might be able to lump your purchase in with theirs to decrease overall cost. Contact Gary for more information.
 3. Drupal
 - a. Central Web Support came to speak about migration from Drupal 6 to Drupal 7. Drupal 6 is being eliminated; have to convert to 7. Will then look at migration to 8.

- b. If you are using Wordpress or custom PHP, those will no longer be permitted for security reasons. Central Web Support can give alternatives to you if you need help.
 - c. Retooling Drupal office hours and looking for larger place to host them.
 - d. Sharepoint 2013 is being updated, is more compatible with current Windows software.
 - e. URCM and ITSS met today, and they plan to begin with training for beginner and then intermediate.
 - f. First week of March. There will be an announcement.
- vi. Student Media Committee – Anna Pechenina
- vii. Distinguished Lecture Series – Kathryn Beasley
 - 1. Discuss DLS events at bi-weekly meetings.
 - 2. Elizabeth Smart will give lecture on 2/9 in Union.
 - 3. Mae Jemison will give lecture on 2/22 in Union.
 - 4. Diane Guerrero will give lecture on 4/26 in Coliseum.
- viii. Union Board of Directors – Kevin Sanders
 - 1. Will meet next week.
 - 2. Discussed buying more furniture for Union. Campus Chat furniture is moved around so more furniture can be added. Looking at new trash can that can fit pizza boxes. Discussing other new things to add to the building.
 - 3. Social media wall is ordered but is now lost in the mail. They have ordered another one.
 - 4. Will be more to report at next meeting.
- ix. Fine Arts Series – Susan Sanders
 - 1. Has not heard from them yet. Christi/Kevin will make sure she is on the list.
- x. Staff Appreciation Month – Ann Bartts, Cheryl Benningfield, Sonia Vazquez, Travis Craig, Melanie Dewey
 - 1. Things happening at DP will be going out pretty soon.
 - 2. All they know are the dates.
 - 3. Please volunteer for activities.
 - 4. HR needs help and we want to maintain a good relationship with them.
 - 5. Looking for swag to contribute to gift baskets – contact Gwen Bartelle.
- xi. The Gathering Place – Christi Hestand
 - 1. Monday through Thursday from 4-6pm. \$8 for buffet. Food is great, and food is unlimited.
 - 2. Great way to network with new people.
- xii. Parking and Transportation – Christi Hestand
 - 1. Did meet. Will allow Allen Clark discuss this topic as he is the expert.

VI. Old Business

VII. New Business

VIII. Announcements

- a. Lunch & Learn February 24th.
- b. Athletic events – Basketball in full swing. Women's and men's games going on. Softball starts this weekend. They allow ball boys and girls who are related to faculty/staff.
- c. Equity and Diversity Conference, Feb 23rd. Is free to attend. Great day. Luncheon. Sessions. Have to register. Will send out a link.
- d. Kevin Sanders moved that we moved into recess to have committee meetings until Allen Clark arrives. Gary seconded. Senate approved.

IX. Speakers, Presentations, and Special Topics (cont.)

a. Allen Clark – Parking and Transportation

- i. Nobody wants to park across I-35. There are 800 spaces in that lot. They have proposed to the President that freshman should have to park in that lot because it would open up a bunch of spaces on the rest of campus. They are working on contract with Lyft to help with transportation from the lot by I-35.
- ii. This year, (he's been here since last April) the Greek Life location took away 400 spaces. In January, we lost hundreds of spaces from building new buildings.
- iii. Hopefully by fall 450 new spaces by Victory will be open.
- iv. People want garages, but these spaces cost \$23,000 to build, a total of \$33 million. Flat lots are \$1200 per space, a total of \$3 million. Garage spaces are unaffordable.
- v. They will put in one more lot where they planned to put the baseball stadium. UNT is looking for location of new baseball stadium.
- vi. Fouts parking will remain while Fouts is torn down. Timeline will be about 18 months for new surface lot that will add 1200 more spaces.
- vii. Buses cost \$91/hour to run. Some buses are not full, so they are keeping track of bus usage.
- viii. We are about 3 weeks out from people being able to see where the buses are.
- ix. We bought 18 buses from DCTA that DCTA drives. Some need to be replaced.
- x. ERide exists to give students rides at night; 2 are in routes from 7am to 7pm and will soon be trackable by cell phone.
- xi. All of new lots will be \$12 million; they are putting in request to the Board.
- xii. F/S prices are changing to the same rate that students pay, and this will be the only rate change outside of the garages pricing. F/S increase kicks in on September 1.
- xiii. Garages are decreasing from \$850 to \$650. About 400 spaces in the garage are not being used.
- xiv. There are still some spaces in Eagle parking, but not many. All F/S are full, but F/S can park in Eagle lot.
- xv. Question: Facilities have lowest paid staff on campus. Can they get a little break on cost? Can those who work at night get less expensive pass? Night and weekend pass for \$125.
- xvi. Question: Sliding scale parking does not always work. Why? It costs the same to pay for each space no matter who parks in it.
- xvii. Question: Can you sell ad space on the buses? Have not sold marketing spaces on the bus. Visual and audio marketing on buses might generate income.
- xviii. Question: What happens if Denton people want to come to campus? Can they park in special events spaces in Fouts? If someone notifies them of events, they can possibly get special event parking. Parkmobile is available for people to use when parking on campus.
- xix. Erica Breedy is new and will help with event planning.
- xx. Question: Parking was available for employers near Chestnut Hall. There was a section for employers as long as they had a hang tag, and it worked well. That went away. What can they do about it? They do \$550,000 in quarters a year, trying to do away with quarters. The permits can be purchased online to accommodate those people.
- xxi. They will work to better communicate changes.

X. Meeting ended at 4:58pm.