



University of North Texas
Staff Senate Meeting Minutes
February 17, 2014
Chestnut Hall Room 324

Members Present: Charles Andrews, Lori Belew, Cheryl Benningfield, Danielle Champagne, Marjorie, Donzello, Brenda Fanara, Jose Grimaldo, Jordan Harmon, Judy Hunter, Tracy Kaan, Peter Kaiser, Lisa Kious, Karen Knotts, Dylan Matsumori, Missy McCormick, Rachel McMullen, Pamela Milner, Don Noska, Mark Packer, Gary Payne, Jessica Powell, Valerie Robertson, Kerry Stanhope, Bonita White, Velma White

Members Absent: Michael Baggett, Mary Braden, Anissa Breaux-Schropp, Curtis Condray, Amy Fuller, Nathan Hansard, Shelby Kinsall, Keith Kopsky, Senta Macaraeg, John McIntire, Gwendolyn Moore, Courtney Newsome, Kristine Ormand, Adam Silva, Shannon Smith, Jennifer Spillman, Matt Wilkinson

Guests: Matt Zabel (URCM), Katy McDaniel and Elizabeth Schwarz (Human Resources)

- I. Call to Order
Danielle Champagne called the meeting to order.
- II. Approval of Minutes
The November minutes were approved.
- III. Guest Speaker- Cheryl Benningfield (QEP Team)
Cheryl Benningfield gave an update on the QEP (Quality Enhancement Plan). The QEP is an important part of UNT's ten-year reaccreditation with SACS. In the fall of 2013, the QEP Leadership Team asked the UNT community for input and received 300 responses. The next step is to narrow down the ideas and move from brainstorming into the development phase. Staff members will support implementation of the selected plan.

The four topic clusters are:

- Address academic challenges
- Improve Faculty/Student Interaction
- Innovation in the campus environment
- Community engagement

A list of the topics under each cluster was passed out to get staff feedback and Cheryl asked Senate members to select the top five topics they think will best enhance student learning across UNT.

The next step is a call for short proposals. All proposals must be submitted by February 25th, 2014. Short proposals will be reviewed by the QEP team and those that most fit the accreditation requirements will move on to the next phase. Visit their website, <http://qep.unt.edu> for additional information.

IV. Guest Speaker- Katy McDaniel and Elizabeth Schwarz (Human Resources)

Katy McDaniel is serving as the interim HR director while Brandi Renton is on maternity leave. March 24th-28th will be Staff Appreciation Week. Some of the events planned so far include:

- Ice Cream Social, Tuesday at Discovery Park
- Luncheon with the President and presentation of the Staff Contribution Award, Wednesday at the Coliseum
- Night Staff Breakfast, Thursday at Kerr Hall

Departments are encouraged to recognize staff throughout the week.

HR would like feedback on what professional and personal development classes staff members would like to see. If staff members have ideas on class topics or if you know someone who would be willing to teach a class, please email Katy McDaniel and Elizabeth Schwarz.

Staff Contribution Award packets were sent out and are due back by February 28th.

Service Awards will be presented at a ceremony on May 1st.

V. Standing Committees

- a. Communications- The committee is working to promote the Staff Senate Facebook page and is looking at the option of holding contests to reward people that like the page. The Facebook page is also being used to promote Staff Appreciation Week. We currently have 80 Twitter followers. The committee is also working on a letter to new hires which will also promote the Staff Senate and our social media sites.
- b. Employee Relations- The committee divided into work teams. They are creating a staff survey, utilizing both Qualtrics and a paper version, to get feedback on constituent issues and concerns. The committee is looking at our perks program and checking to see if there is a better option than Perkspot when our contract has expired. Employee Relations is also working on Staff Appreciation Week.
- c. Staff Development- The committee is working on programming for Staff Appreciation Week and setting up a series of presentations for staff considering a return to school. Cheryl Benningfield proposed establishing staff mentors. An ad-hoc committee will be formed to work on it and those interested in serving on the committee should email Danielle Champagne.
- d. Elections and By-laws- No report

VI. Announcements

The next Staff Senate meeting will be held sometime in March, possibly March 18th. Danielle Champagne is working on getting the new President at that meeting. The meeting should be scheduled within the next week.

VII. Adjournment

Danielle Champagne adjourned the meeting.