

**STAFF SENATE MEETING**

**April 11, 2023**

**Zoom**

**Agenda**

1. **Call to Order**
2. **Guest Speakers**
   1. Maria Velazquez – HR
   2. Maria with HR got back to us about Kathy’s question about parking permits for the lower pay grades. It is currently a work in progress. There were no other updates relating to HR. Staff Senate appreciation month was a huge success and we appreciate everyone’s hard work! We are currently planning the Staff Sack lunch for sometime this summer.
3. **Constituency Concerns**
   1. Those in the advising community suggested that, in the future, we consult with their shared calendars and provide advanced notice for events and lunches so that they are not booked by the time they receive notice for the event.
   2. Rekha shared a constituency concern with Maria/HR about the lack of changing tables in most of the restrooms in most of the buildings on campus. Individuals on campus will run to Marquis hall since they are available there, but this seems to be an accessibility concern.
   3. Those in the advising community suggested that, in the future, we consult with their shared calendars and provide advanced notice for events and lunches so that they are not booked by the time they receive notice for the event.
4. **Officer Reports** 
   1. Chair Report – Megan Cunningham (she/her/hers)
      1. Senate Teams Reminder
      2. May meeting – Combined meeting, vote on EC
   2. Chair-Elect Report – Quortina Phipps (she/her/hers)
   3. Past Chair Report – Vacant
      1. Past chair elect is vacant and Liz is doing well!
   4. Secretary/Treasurer Report – Heather Noel (she/her/hers)
   5. Communications Report – Kara Ottinger (she/her/hers)
   6. Parliamentarian Report – Brittany Landau (she/her/hers)
   7. Assessment Coordinator Report – Katie Hermes (she/her/hers)
5. **Standing Committee Chair Reports** 
   1. Communications and Public Relations
      1. Social media presentation
         1. Top Facebook post was March 31st about nominations, going up in followers, overall reach has gone up, we need shares!!!!
         2. Top instagram post was on March 2nd about the food bank, not a lot of reactions, good amount of reach, reels are where we are getting most of our reach, we need more shares, REELS ARE TRENDING!!!
         3. Top Twitter post was March 2nd, we are losing followers but this seems to be related to the downturn of Twitter usage in the mainstream
         4. We had good engagement in the Newsletter with 3,207 total opens
         5. Continue to send in submissions on media requests and share our posts and stories!
   2. Membership and Assessment
      1. Elections update
      2. EC elections process
   3. Staff Success
      1. Escape Room
   4. Equity, Diversity, & Inclusion

OFFICE REPORTS AND CHAIR REPORTS: Just a senate teams reminder to react to a post to let us know you saw it. Also, a reminder that the May meeting will hopefully be the combined meeting with the old and new senators, recognize those senators that are rolling off, be giving out end of year awards, voting in the new EC. Please attend! The membership and assessment committee will have more on the EC election process in a bit. ATTENDANCE FOR THE MAY MEETING IS VERY IMPORTANT!

1. **New Business**

* Membership and assessment committee: Asking for nominations and preparing for our election for spots in Academic Affairs, DSI, and Student Affairs. The other areas are running uncontested. We are working towards collecting profiles for that. The ballot should be out no later than next week. In regards to the EC elections process, we are still waiting on our end.
* The Escape Room event in April in the Media Library filled up almost immediately. We will be opening up more slots, and we need volunteers at the top of every hour from 9-3 on April 27th and 28th
* Also, if you have any ideas about how to get that word out better on Edge (ESL courses for employees who speak Spanish as well as Spanish courses for employees who don’t yet speak Spanish) since it is being underutilized. Jamie suggested that, in the same vein as with the wellness and fitness initiatives, we encourage participation by making access to Edge a benefit to encourage a certain amount of use each week. The goal would be for it to be covered as paid time, or having supervisors be more flexible to set aside time for staff to participate. Maria said she would look into it.

1. **Announcements**
   1. Membership and assessment committee: Asking for nominations and preparing for our election for spots in Academic Affairs, DSI, and Student Affairs. The other areas are running uncontested. We are working towards collecting profiles for that. The ballot should be out no later than next week. In regards to the EC elections process, we are still waiting on our end.
   2. Maria spoke about some upcoming Yoga sessions at the Support and Services building provided by the Wellness Board.
   3. Kara would like to collect pictures from Staff Senate appreciation events. If you have any, please send her way. Kara also mentioned being interested in doing some sort of campaign for the end of spring, so keep an eye out for information about that.
2. **Adjournment**