

STAFF SENATE MEETING

March 12, 2024 – 3 p.m.

In Person, Senate Chambers (Union 332)

Minutes

I. Call to Order

A. 3:02 p.m.

II. Roll Call

A. Quorum met

- Senators absent: John Bellon, David Causey, Rekha Gopalakrishnan, Christi Hestand, Pamela Jackson, Katie Jenkins, John McIntire, Lucy Mwanzia, Stephanie Myers, Matt Wierzbicki

III. VOTE to Approve Previous Meeting's Minutes (2/13/24)

A. Minutes approved unanimously

IV. Guest Speakers

A. Blair Wilson – HR Manager

- Updates/Concerns
 - a) Staff appreciation luncheon is next Tuesday at the coliseum from 11-1p.m. Monday, email from system transition to PageUp – replacing people admin for our post games, job applications. After April 17th, you cannot post any new position in People Admin. If you have any questions, reach out to business partner or HR. Trainings rolling out later this month.
- Q/A:
 - a) No questions at this time.

V. Constituency Concerns

A. Call for new constituent concerns

- Q: Pop Up Event: Constituent had a hard time signing up for staff appreciation events before they got full. A: They do fill up really quickly due to number of staff vs. number of events. No insider information. Events in the past have been under attended, so a walk-in is a good option to fill in for no shows. Anything that has a long waiting list we have been contacting people with reminders and being sure to open those spaces up if they are not attending.
- Q: There are few events at at Discovery Park. A: There is also lack in Frisco. People have to volunteer to host events; so if no one volunteers to host, then they do not happen there. HR does not have a budget for this. We are trying to make sure that all events go to both places. But it is a volunteer activity. That is why we are doing a pop-up event in both locations for that reason.
- Q: With the VPN system and using DUO, now the phone call is not okay to use and has to be the push notification. Some accessibility issues is a concern with this. A: We need to confirm with IT before we share this widely. Two offices voiced that techs for their offices have recently said phone calls are fine, and Senators voiced that they have had luck using that functionality recently.
- Q: Make up of the Presidential Selection is concerning as there is no staff member on the committee. A: Working on getting an answer from System (Rachel Barone).
- Q: Concern about empty A parking spot places. A: Parking is an auxiliary service.

VI. Officer Reports

- A. Chair Report – Quortina Phipps (she/her/hers)
 - Confirmed we cannot move forward with current committee. We also can't train on D&I as all prohibited by SB17. Quortina will get with the leaders of the previous committee and come up with a plan forward.
- B. Chair-Elect Report – Brittany Landau (she/her/hers)
 - No report
- C. Secretary/Treasurer Report – Megan Wheeler
 - No report
- D. Communications Report – Kara Ottinger (she/her/hers)
 - No report
- E. Parliamentarian Report – Anna Phelan (she/her/hers)
 - Election season is coming up. We can move forward with information to get more senators since about half of us are going to be rolling off. Stay tuned.
- F. Assessment Coordinator Report – Taylor Jordan (she/her/hers)
 - No report
- G. Past-Chair Report – Megan Cunningham (she/her/hers)
 - No report

VII. Standing Committee Chair Reports

- A. Communications and Public Relations – Sarah Romack
 - No report
- B. Membership and Assessment – John Bellon
 - No report
- C. Staff Success – Wendy Comfort / Toni Sorsdal
 - We are working on a couple of events coming up in April and over the summer. Keep an eye out for those and should have more information at the next meeting.

VIII. University Committee Updates

- A. Call for committee updates
 - Union Board of Directors – The Starbucks in the Union is going offline this summer, complete remodel. However, kiosk near Lot 1 will be open during the summer. The goal is to be open for the first day of classes, but waiting to see an impact on construction. DATCU opened up in the Union. Increasing the student fee in the Union was passed by UBD and president, but the Chancellor denied it and therefore there will not be an increase due to other fees being increased across campus.
 - Distinguished Lecture Series went very well, over 3000 people attended.
 - Fine Arts Series Committee – new event coming up on March 20

IX. Old Business

- A. Basketball Game Tailgate event
 - About 70 people attended. It was fun. Hopefully can do it again in the future. Maybe for football.
- B. President's Farewell Video
 - Will film in the Union on Tuesday, March 26 (7:30 a.m. – 5:30 p.m.). 10-second testimonials and "thank yous" – DSA will film and edit. Will have sample prompts to get you started.
 - Sign-Ups Needed – Help us distribute flyers and sign people up. Help us advertise. Staff only (no students or faculty). Staff Senate funding. Need people to sign up to "host" or track as people show up to film. Please pick up a flyer and feel free to sign up.
- C. Call for Programming Proposals

- Senator Alex Ames suggested we give out Yetis.
- Senator Herman McKeiver suggested three locations across campus where people can drop off complaints, concerns, etc.
- Past-Chair Megan Cunningham suggested to Staff Success committee that we consider hosting "Lunch and Learns" again. Senator Wendy Comfort said she'd look into it.

D. Changes to Bylaws

- [All changes proposed were reviewed verbally. See supplemental email with Bylaws Track Changes for all details.]
- Election cycle opens on Monday, so we need to have all of our ducks in a row.
- Taylor Jordan motioned to vote; Parker Ellis seconded. Vote for all present. Motion passed unanimously.

X. New Business

A. General Assembly Meeting Schedule and Times

- Quortina opened the floor for discussion. Chair-elect Brittany Landau gave background – it has come up quite a bit this year that the current time/day does not fit for many Senators' schedules, plus difficult for those who work at Discovery Park and Frisco campuses. We hope to come to a consensus.
- Senator Parker Ellis said flexible work schedules to pick up kids from work do not work well with 3-5 meetings.
- Herman suggested we consider lunch meetings. Another Senator voiced that lunch meetings would likely mean we wouldn't get regular staff members to visit. For a lot of people, lunch is the only time they've got.
- Senator Tammy McKeiver suggested 1-3 or 2-4.
- Senator Tracy Frey asked if we have Frisco Senators who drive in and go back to FL. We're not willing to give up our personal time. Example of how it works well – A Team meetings have specific links for those at Frisco and DP. Not meant to be replacement for in-person attendance.
- Alex asked if we could budget in the cost for parking into Staff Senate budget.
- Megan C. said "the more you keep backing it up, the more you eat into my work day...Think outside of yourself." Frisco staff do want to come here for the meetings.
- Alex asked if we should split the difference. Perhaps 2:30 – 4:30 p.m.?
- Senator Katie Hermes suggested live stream set up at satellite locations. Also, having an extra hour of the day would be helpful.
- Brittany said ideally, any staff member should be able to join our meetings as a guest. From a Senator perspective, we need people to come to the meetings.
- Senator Kara Ottinger said Zoom would be helpful.
- Senator Toni Sorsdal said exceptions can be made, but shouldn't be the norm.
- Kara said we could potentially outline the limits for in-person vs. virtual in the Bylaws.
- Senator Taylor Jordan said when virtual is an option for everyone with no limits, people will opt for that over in-person.
- One senator said many who are in smaller departments find it hard to cover front office so we rotate.
- Alex said we were having issues with people apply and just generally needing numbers. We should be open to options for alternate methods of attendance.
- Megan C. said we actually have better attendance in person than we do when meetings are virtual.
- Senator Madison Russell suggested we alternate times.
- Senator Tori Merkle asked if we can reduce to 1.5 hours (instead of 2 hours).

- Parker added that it's a working, living document and we can try something out temporarily.
 - Megan W. added that we need to make sure the expectations are clear.
 - Quortina added that your supervisor also has to sign off on this time frame.
 - Alex asked creating a more flexible option to help meet the committee needs
 - Wit the first meeting of the year be in person, but committee meetings being decoupled
 - Alex made a motion to decouple meetings
 - Suzannie Dickerson wants to keep the things the same and that lunch is the better option because it is one Tuesday out of the month
 - VOTE: for decoupling general assembly and committee meetings – Alex motioned. Parker seconded. Motion carries. Beginning in June.
 - VOTE: Tammy motioned to change general assembly time. Tracy seconded. Motion carries.
 - Informative show of hands: 11 a.m.-12:30 p.m., 1-2:30 p.m., 2-3:30 p.m., 2:30-4 p.m.
 - VOTE: Motion to change general assembly meetings to 2-3:30 p.m. Tammy motioned. Parker seconded. Motion carries.
- B. Call for other new business
- Senate nomination timeline: Nominations open Tuesday. On Monday all info will be out to constituents. One person from each division needs to communicate to constituents. Elections close 11:59 Sunday night. We'll reach out to HR to confirm eligibility. Supervisor approval forms need to be submitted on April 4. Elections open April 8 for contested positions, April 15 elections closed. April 19 new senators announced.

XI. Announcements

- A. Guest speakers at April general assembly meeting include:
- Sally Carne, International Risk Control Coordinator in Emergency Management & Safety Services
- B. Guest speakers at May general assembly meeting will include President Smatresk

XII. Adjournment / Dismissal to Standing Committees

- A. 4:30 p.m.