

Meeting Minutes

Officers Present: Suzan Cruz, Chair; Charlotte Cooke, Chair-Elect; Katie McCoy, Past Chair; Megan Cunningham, Secretary/Treasurer; Allison Peeler, Parliamentarian;

Senators Present: Alexis Guess, Alisha Carter Harris, Allyson Gardner, Amanda Bennett, Amy Ferman, Craig Howard, Emily Gautraud, Jim Rogers, Justin Stewart, Kaitlin Anderson, Karen Goss, Kayla Green, Liz Berry, Louise Dunn, Margaritas Venegas, Monique Scales, Stacy Buchanan, Stephanie McDonald, Stephen Tudor.

Guests Present: Travis Hicks, Katy McDaniel, Nick Holsomback, Daniela Valdez, Asiah Claiborne, Jarrod Jenkins, Tiffany Miller.

1) Call to Order (5 minutes): 3:07 PM

2) Speakers/Presentations (20 minutes)

- i. Katy McDaniel, Director of Human Resources
 - a) Existing mental health resources available to faculty and staff include: Group Health Insurance Plan Coverage and Benefits, Employee Assistance Program (EAP) and CARE Team & Community Resources.
 - b) EAP provides up to six free counselling sessions per person, per issue, per year.
 - c) UNT Care Team caters to students, faculty and staff in difficult times or crisis.
 - d) Refer any coworker having suicidal ideation.
 - e) Referrals can be done anonymously or not. It is the referee's choice.
 - f) In the past 12 months, an average of 68 individuals per quarter have accessed services, and mental health is the major reason the EAP services were used.
 - g) FY20 goal is to create a three-pillared well-being program for UNT World Faculty and Staff to include Financial, Interpersonal, and Physical.
 - h) UNT initiatives to enhance mental health resources for Faculty and Staff include:
 1. Dedicated website for one-stop resources.
 2. Training to respond to and appropriately refer individuals in crisis.
 3. Additional counseling services.
 - i) There are plans to review the duration of Leave for Fitness program and increase it to 30 minutes.
 1. Currently, it must be a structured class at REC, but there are efforts to start allowing people to exercise on their own.
 - j) Let my office know of any challenges in accessing services.
- ii. Travis Hicks, HR Representative
 - a) People Admin changes have been implemented.
 1. Reach out to HR with your concerns.
 2. There will be more training labs in January.

3) Consent Agenda Discussion Items (10 minutes)

- i. **Ad Hoc and University Committees**
- ii. **Vote to approve**
 - a) Jim Rogers moved to approve, Stephanie McDonald seconded - motion passed.

4) Approval of Minutes

- i. No discussion.
 - a) Alisha Carter Harris moved to approve, Jim Rogers seconded - motion passed, minutes approved.

5) Constituency Concerns (5 minutes)

- i. Smoking on campus – A constituent complained about the high level of smoking around the music practice building. She would like to know where to channel her complaint.
 - a) Enforcement of this policy is primarily the responsibility of all UNT students, faculty, staff and visitors.
 - b) UNT students, faculty, staff and visitors should respectfully seek compliance from those in violation of the policy.
 - c) If informal requests for compliance are unsuccessful, the witness to the violation should contact Human Resources.
 - d) Repeat offenses may be referred for consideration in accordance with established policies and procedures.

6) Officer Reports (10 minutes)

- i. Chair Report – Suzan Cruz
 - a) WFAA Toy Drive with UNT
 - (1) Toy drive is doing great and boxes are filling up.
 - (2) An email will be sent out to get help collecting the boxes.
- ii. Chair-Elect Report – Charlotte Cooke
 - a) Volunteers are needed to help with collection of boxes and sorting.
 - (1) There is still an available spot for volunteers on Thursday.
 - b) The Employees Retirement System of Texas' December newsletter has news on different benefits and discount purchase programs.
- iii. Budget Report – Megan Cunningham
 - a) We are doing well on budget.
- iv. Communications Report – Lisa Cuevas
 - a) No report.
- v. Parliamentarian Report – Allison Peeler
 - a) No report.

7) Staff Senate Committee Reports (10 minutes) -- these meetings will be held after the general meeting

- i. Communications and Public Relations
 - a) We are getting more engagements on Facebook than on Twitter, mostly due to more Facebook users than Twitter users.
- ii. Bylaws and Elections
 - a) No report.
- iii. Policy and Benefits Committee
 - a) No report.
- iv. Staff Development
 - a) Committee is taking a break in December and January.
 - b) Next Lunch & Learn is scheduled for February 2020.

8) Old Business

- i. The first motion proposed by Allison Peeler was introduced for discussion.

Motion:

That Senators only be allowed to hold one Ad Hoc Committee position at a time as to allow more members to take part in Ad Hoc Committees.

- a) It was suggested and agreed that this will be effective next academic year.
- b) Motion was amended as follows: *That Senators only be allowed to hold one Ad Hoc Committee position at a time as to allow more members to take part in Ad Hoc Committees, starting with academic year 2021.*
- c) A majority voted for the motion to pass as amended.

- ii. The second motion proposed by Allison Peeler was introduced for discussion.

Motion:

To add a Faculty Senate liaison position to Staff Senate. The Senator would:

- *Attend monthly Faculty Senate general meetings as a non-voting visitor.*
- *Provide ad hoc reports to Staff Senate at our general meetings and through the consent agenda.*
- *“Serve as a liaison between Faculty and Staff Senates so that we can further align staff and faculty goals”, was introduced for deliberation.*

- a) Suzan Cruz has already reached out to the Faculty Senate Chair, and she welcomes the idea.
- b) It was suggested and agreed that this will be effective immediately.
- c) Faculty Staff Senate meetings are held every second Wednesday of the month, and the next meeting is on February 12, 2020.
- d) A majority voted for the motion to pass.

9) New Business

- a) A call for nomination for the Faculty Senate Liaison position was made.
 - (1) Alisha Carter Harris volunteered to serve in this position.
- b) Guests introduced themselves.

10) Announcements

- a) Division of Equity and Diversity’s Annual Conference will be held on February 20, 2020.
 - (1) Departments can sign up for internal sponsorships.
 - (2) All sponsors receive one free table.

11) Adjournment: 4:15 PM