

University of North Texas

Staff Senate General Meeting Minutes

June 9, 2015, Chestnut Hall, Room 130 A&B

Officers Present: Don Noska, Chair; Kristi Ormand, Vice Chair; Gary Payne, Webmaster/Historian, Pamela Milner, Parliamentarian.

Members Present: Charles Andrews, Lori Belew, Wayne Campbell, Marjorie Donzello, Darlene Hargrove, Tara Petty, Kimberly Srader, Kerry Stanhope, Rachel McMullen, Amanda Dayton, Shannon Smith, Kathryn Beasley, Danielle Champagne, Christy Hestand, Charlene Ballenger, Peter Kaiser, Cheryl Benningfield

Guests Present: Matt Zabel, URCM Carolyn Sorrels, HR

CALL TO ORDER

Chair Noska called the meeting to order at 3:11pm. In the absence of Secretary, a signup sheet for attendance was passed around. Quorum was met

I. APPROVAL OF PREVIOUS MEETINGS MINUTES

- a. *April 2015 Minutes* – motion to approve by Danielle Champagne, seconded by Kerry Stanhope, motion passed. Minutes approved.
- b. *May 2015 Minutes* – motion to approve by Kerry Stanhope, seconded by Marjorie Donzello, motion passed. Minutes approved.

II. STANDING COMMITTEE REPORTS

- a. *Communications* – Reported by Christy Hestand - Geocaching – 3 boxes are stole, they plan to order the boxes and sign in logs again. There were 3 gift cards purchased. A plan was made to put one gift card out for the summer, and 2 out in the fall.
- b. *Elections & Bylaws* – Reported by Chair Noska and Marjorie Donzello - Two ballots Technical and Professional. All but 1 person who stood for election was either elected or placed in an at large position. The senate is 100% full for next year. Chair Noska passed around a list of the senators for next year. He also pointed out that the new apportionment for this year reduced the senators in the admin category from 5 to 3; however, there are four senators as they will be allowed to finish out their term.
- c. *Employee Relations* – Reported by Lori Belew – The committee is meeting tomorrow to start going over the data from the staff sentiment survey. They had 453 responses.
- d. *Staff Development* – Reported by Kerry Stanhope – meeting after the general senate meeting to plan the meet and greet for the 11 new senators to happen during the July meeting. Additionally, the July meeting has been moved from the second Tuesday (14th) to the third Tuesday (21st) in order to accommodate orientation scheduled.

III. OLD BUSINESS

- a. *Category definition by law proposal* – the proposal had been tabled at the executive committee prior to the May meeting, and so a point of order was called. The proposal

was removed from the table by the executive committee and so action can resume on the proposal. Don is appointing an ad hoc committee to come up with a proposal for this bylaw amendment. This will be chaired by an individual and the chair of the elections and bylaws committee. The current elections and bylaws chair will hand it over to the new chair when they are elected in August. An email should be sent to Don if you are interested in chairing or serving on this committee.

- b. *Composition of the Executive Committee* – this proposal has been tabled by the executive committee until the composition of the senate bylaw amendment is settled.
- c. *Bylaw Proposal to Amend the title of Webmaster/Historian to Communications Coordinator* – A proposal was brought forth to amend the title of Webmaster historian to Communications Coordinator.
 - i. *The initial change read as such:* Section A: Composition – The officers of the Senate shall be: Chair, Vice Chair, Secretary, Treasurer, Parliamentarian and Communications Coordinator. All officers shall be senators. Section B: Duties – 6. The Communications coordinator shall have the following duties: create, edit and maintain all content on the Staff Senate website (<http://staffsenate.unt.edu>), Facebook (<https://facebook.com/UNTStaffSenate>), and Twitter @UNTStaffSenate accounts; work with UNT's staff newsletter editor to promote stories about the Staff Senate and its constituents and to inform UNT staff members about Staff Senate elections, surveys, and meetings; maintain any other records requested by the Chair. The Communications Coordinator also acts as a conduit for Staff Senate committee communications to UNT staff members. This includes editing and following a communication plan set forth by the Staff Senate Executive Committee.
 - ii. This proposal clearly defines communications coordinator and how it is separate or different than the communications committee
 - iii. Move by Christy H. to approve the whole bylaw amendment proposal. 2nd Kristy O.
 - iv. *Initial discussion included to edit @UNTStaffSenate to @UNTStaffSenate.*
 - v. *Additional discussion included:* Is it our plan to remove maintaining archives from this position, and if so who would do it. Further discussion included whether or not the website would be what would include archives? But there is a need to include maintaining archives so that this is not a forgotten or dropped thing.
 - vi. *Kerry Stanhope proposed an amendment to the motion of the bylaws amendment proposal to say:* and to inform UNT staff members about Staff Senate elections, surveys and meetings; **maintain and store the Staff Senate permanent history and archives**; maintain any other records requested by the Chair.
 - vii. Proposed amendment was seconded by Rachel McMullen. No further discussion about the amendment to the proposal. Amendment to the motion passes
 - viii. Motion to approve the first reading of the proposal as amended passes
 - ix. Second reading will be sent out electronically to be voted on.

IV. NEW BUSINESS/CONSTITUENT CONCERNS

- a. *Regular July meeting has been moved from July 14 (2nd Tuesday) to July 21st (3rd Tuesday).* Regular meeting will be held from 3:00 – 3:50 pm, and then there will be a meet and greet for current and new senators at 4 pm.
 - i. The Communications committee will work on sending notice to supervisors about elected senators from their offices.
- b. *Summer orientation* for new senators will be held at the August meeting. From 3-4 pm, and a short meeting from 4-5 pm. Nominations for officers will happen at July meeting and elections will occur at the August meeting. Executive committee appointed: Lori, Danielle, Pam, and Marjorie to work on the orientation.
- c. *Branded Item Purchases (i.e. Swag)* – Danielle has been working on a proposal for purchases of branded items. The new senators will get a flash drive and polo. If returning senators need a new polo let Danielle know. Rolling off members should wear their polo on a date (as suggested by Danielle). She will also put together a proposal for giveaways or raffle items for senate.
- d. *Constituent Concerns about the grading project* (How will it be different than last time).- Matt Zabel will work as the liaison between senate and the project. There are FAQs on the website, and the senate can be represented at the Town Hall meetings. Additionally, the senate will work on posting answers to common questions on the website.
- e. *Constituent Concerns about the new gun laws* – it is too early to tell. The bill takes effect 9/1/2016. Governor hasn't signed it yet, and the general council is looking into the bill and what rights the university will have.

V. ANNOUNCEMENTS

- a. Art in Public Places Committee has an open seat for a senator. It meets once a month and selects as well as maintains art for the UNT collection. The senator on the committee will serve as advisor from the staff prospective and should have an interest in Art, but doesn't need to be an art expert. Current Projects include the union and Rollins hall. Submit your interest to this committee via email to Don.

VI. ADJOURNMENT

The meeting was adjourned at 4:11 pm by Chair Don Noska, and by general consent. The committees were then given time to meet.