



STAFF SENATE MEETING MINUTES

December 13, 2016

3:00 p.m. – Union Senate Chambers, Room 332

Officers Present: Christi Hestand, Chair; Gary Payne, Vice-Chair; Kathryn Beasley, Treasurer & Secretary; Brandi Everett, Communications Coordinator; Kevin Sanders, Parliamentarian; Kristi Ormand, Past Chair

Senators Present : Charlene Ballenger, Russell Bouyer, Wayne Campbell, Larry Collamer, Travis Craig, Lisa Cuevas, Chris Cunningham, Melanie Dewey, Dana Duke, Margaret Gant, Ana Garcia, Crystal George, Linda Godoy, Karen Goss, Amelia Hiatt, Lucas Imel, Michelle Jack, Tammy McDaniel, Rachel McMullen, Liz Perkins, Tonya Riley, Nina Sichterman, Claudia Taylor, Robert Tompkins

Guests: Michelle Hale, URCM

I. Call to Order at 3:04 pm

II. Approval of Minutes

- a. Minutes approved as written.

III. Speakers/Presentations

- a. Ed Turney and Lisa Goodwin, Financial Aid representatives
 - i. Lisa Goodwin distributed handout about scholarships and financial aid.
 - ii. There are 3 types of scholarships. University-funded (for any student at UNT, retention, not discipline based); department scholarships are awarded by departments; external scholarships are any external money that comes in (\$5 million comes in each year). Students have a difficult time finding scholarships at the College and Department levels due to limited publicity.
 - iii. Scholarship processes. All scholarships come through SFAS. They have monthly newsletter from people who are departmental contacts for scholarships. They provide training if needed.
 - iv. SFAS has complex language. We do not need to be experts. If students have questions, there are things set up to help them. We need to know that students should be degree-seeking, student should be enrolled half time+. All students should be prepared and fill out FAFSA; this allows them to have a solution to financial problems when life happens. When students have very specific financial questions, we can look at SFAS websites. Full time staff are at both counters all day every day. There are computers on 2nd floor so staff can view what students see.
 - v. Contact Information is on handout.
 - vi. Conduct issues are not necessarily a concern for SFAS. Students should contact Dean of Students if they have issues.
 - vii. Students have to be enrolled to receive financial aid.
 - viii. Departmental award letter examples are on the SFAS departmental contact website for all possible scenarios.
 - ix. SAP appeal form is on departmental contact website. With specific questions or problems that make us uncomfortable, we should contact SFAS.
 - x. Grants are adjusted for students who are going to student teach. A letter that indicates that students will be below hours will help with this.

- xi. If a student is in our office and the situation is crisis, call them. Add contact information.
- xii. Faculty/staff scholarship goes through Student Accounting and also SFAS. Complete the form each semester of enrollment. First page is application, second page is instructions. Follow instructions and requirements.
- xiii. Stipends vs. scholarship. With scholarships, a competition occurs from an application process. The information is advertised. A stipend is not necessarily competitive and is sometimes used to cover extra expenses. Why does stipend pull from financial aid? Anything that is not related to employment goes through SFAS. If it is employment-based, it should go through HR; this happens with RAs who have housing waived because they live on campus.
- xiv. SFAS will come talk to committees or departments if we would like.

IV. Officer Reports

- i. Chair Report – Christi**
 - i. Next Lunch and Learn will be January 27th. The topic will relate to HR.
 - ii. Policy for Staff Senate is in process and must be approved by PAG.
- ii. Budget Report – Kathryn**
 - i. GSA – interviewing 2-3 people. 17 applicants.
 - ii. We have spent approximately \$854.54 of our budget so far this year.
- iii. Communications Report – Brandi**
 - i. Working on updating website to make sure it is correct.

V. Staff Senate Committee Reports

- i. Standing Committees**
 - i. Communications – Claudia Taylor
 - 1. Have not met but will after the SS meeting.
 - ii. Elections and Bylaws – Nina Sichterman
 - 1. Met after last meeting. Read through the new bylaws. Will need to work with unit directors for procedures for election.
 - iii. Employee Relations – Wayne Campbell
 - 1. Sold 18 tickets to the game. Block is set aside for Jan 14th game.
 - 2. Making list of discounts for UNT employees.
 - 3. Committee is working with Great Wolf Lodge gets 5% to 20% discount on certain days. Will provide code.
 - 4. They are working on discounts for UNT events.
 - iv. Staff Development – Ramona Rosborough & Ellysia Dierker
 - 1. Lunch and learn will take place on January 27th.
- ii. Ad Hoc and University Committees**
 - i. President’s Council – Christi Hestand
 - 1. Next meeting in January.
 - ii. President’s Advisory Council – Christi Hestand
 - 1. Doing work on undocumented students. Sanctuary campus, DACA issues, FAQ page is available online for these folks. Will hold town halls in January and PAC meeting to resolve open questions. Immigration attorneys and UNT attorneys will meet. They are trying to make these students as comfortable as possible.
 - iii. Space Management and Planning – Christi Hestand
 - 1. Lots of changes between Matthews, Sage, and Sycamore. We are at a critical point because of lack of space. Have to look outside the box to figure out to create space.

- iv. Campus Leadership Team – Gary Payne
 - 1. Did not meet.
- v. Technical Architecture Group – Gary Payne
 - 1. Met on Nov 18th and Xerox pitched software to use less paper and more electronic documents.
 - 2. Proposed redesign of UNT's micromaintenance service. Gentleman is retiring and has been there a long time.
 - 3. Management will go under Sharuk and into Sage Hall.
 - 4. Will use Service Now for trouble tickets. Thinking of stopping hardware repair and being middle man to another source to help fulfill warranty.
- vi. Student Media Committee – Anna Pechenina
- vii. Distinguished Lecture Series – Kathryn Beasley
 - 1. Elizabeth Smart, Mae Jemison, and Diane Guerrero will come in spring. More details will be released in January.
- viii. Union Board of Directors – Kevin Sanders
 - 1. Scrappy Eagle Bench is completed.
 - 2. Committee approved social media wall near Syndicate. 80 inch wall that shows all social media postings. Can tweet at president or university. Can see posts in live time. Will come in spring.
- ix. Fine Arts Series – TBD
 - 1. No report.
- x. Staff Appreciation Month – Brandi Everett, Cheryl Benningfield, Sonia Vazquez, Travis Craig
 - 1. Brainstorming phase. Nothing is ironed out yet.
 - 2. Looking for Senate help due to changes.
 - 3. Want to keep momentum going.
- xi. The Gathering Place – Christi Hestand
 - 1. Has not met again.
- xii. Parking and Transportation – Christi Hestand
 - 1. Met with Allen Clark to talk about changes, including possible increase in cost. Students are doing comparison with parking costs at peer institutions, and we pay less than other universities that compare to us. Allen has strong hold on what makes sense for pay structure. Price increases will not take place until summer.
 - 2. Communication plan will allow transparency.
 - 3. Staff Senate will remain on top of what will happen and when. Nothing is finalized, and talks continue.
 - 4. There will be changes in lots and parking locations. A couple of lots will be removed. Making sure that there is enough room for classroom spaces and parking is the priority. There is no discussion of eliminating all parking on campus. Parking garage spaces sit empty often. City of Denton might have open lots and vice versa. They are asking themselves lots of questions. What are we missing? Which spaces are open that we don't know about?
 - 5. They have discussed Lyft option to get people around. Kiosk lots are open to pay for hourly parking
 - 6. Question: Would sliding scale be an option? They are researching it; it might turn into a class situation.
 - 7. Senators mentioned empty A spots and expensive garage spaces.

8. Maintenance of filling potholes and painting stripes is very expensive. We could possibly contract with someone to get a less expensive bid. The reasoning behind raising prices is that the fees pay for parking staff, Police Officers, repairing lots.
9. Allen Clark is attending January Staff Senate meeting.
10. Accessibility and visitor concerns should enter into the walking-friendly campus. ADA advisory council reviews these issues.

VI. Old Business

- i. None

VII. New Business

- i. None

VIII. Announcements

- i. Lunch & Learn – January 27
- ii. Toy Drive box pickup and toy sorting – December 16 at Rawlins Hall at noon. Will take about 1 hour.
- iii. Basketball games going on over break

IX. Adjourned at 4:04.