



**Meeting Minutes**  
**Staff Senate Meeting**  
**13 September 2016 | 3:00-5:00 PM**  
**Union Senate Chambers #332**

Officers Presents: Christi Hestand, Chair; Gary Payne, Vice-Chair; Amber Bryant, Secretary; Kathryn Beasley, Treasurer; Brandi Everett, Communications Coordinator; Kristi Ormand, Past Chair

Senators Present: Charlene Ballenger, Ann Bartts, Cheryl Benningfield, Russell Bouyer, Wayne Campbell, Lawrence Collamer, Lisa Cuevas, Chris Cunningham, David Denny, Ellysia Dierker, Dana Duke, Stephanie Fields-Hawkins, Peg Gant, Annie Garcia, Daisy Gillam, Karen Goss, Amelia Hiatt, Michelle Jack, Nysa Love, Tammy McDaniel, Rachel McMullen, Jessie (Yun) Niu, Liz Perkins, Tonya Riley, Ramona Rosborough, Susan Sanders, Nicole Savage, Nina Sichterman, Claudia Taylor, Robert Tompkins, Sonia Vasquez

**I. Call to Order at 3:04 pm**

- a. Introduction of Executive Officers
- b. Gift for past chair Kristi Ormand

**II. Approval of Previous Meeting's Minutes**

- a. August 2016 minutes (taken by Kerry Stanhope) were approved and posted.

**III. Speakers and Presentations**

- a. **Deborah Leliaert**, Vice-President for University Relations and Planning provided an update on the President's Committee on the Staff Senate
  - i. Deborah explained that the group will meet at least once more in September 2016 before submitting information to President Smatresk. After approval from President Smatresk, recommendations will be sent to the Staff Senate. Deborah explained some of the preliminary actions made by the group: choosing peer institutions to consider, methodology considering how best to break up employees groups, how every VP/Cabinet member will have obligation to provide support for Staff Senate, and how best to delineate and utilize the purpose of the Senate.
- b. Also in attendance was **Seth Ketron**, President of the Graduate Student Council – no presentation or speech made.
- c. Elected Committee Chairs –
  - i. Communications: Claudia Taylor (chair), David Denny (co-chair), Melanie Dewey, Stephanie Fields-Hawkins, Daisy Gillam, Karen Goss, Rachel McMullen, Nicole Savage
  - ii. Elections and Bylaws: Nina Sichterman (chair), Charlene Ballenger, Peg Gant, Michelle Jack, Nysa Love\*, Robert Tompkins
  - iii. Employee Relations: Wayne Campbell (chair), Russell Bouyer (co-chair), Sonia Vasquez (co-chair), Ann Bartts, Chris Cunningham, Dana Duke, Crystal George, Nysa Love\*, Katie McCoy, Tonya Riley, Susan Sanders
  - iv. Staff Development: Ellysia Dierker (chair), Ramona Rosborough (co-chair), Larry Collamer, Lisa Cuevas, Annie Garcia, Tammy McDaniel, Jessie Niu, Liz Perkins

\*chose both Election & Bylaws and Employee Relations

#### **IV. Officer Reports**

- a. Chair Report (Christi Hestand) - Presented the goals for FY17:
  - i. Provide professional development / training opportunities with Lunch & Learns
  - ii. Increase visibility and engagement with newsletter, web presence, social media, survey in October / August for assessment of staff interests, STAFF tee shirts
  - iii. Signature STAFF events considered were Homecoming float (Eagle's Nest), working with Athletics and Alumni for tailgating event for an at home game, reception at UNT on the Square or Avesta, having more of a role in the Staff Appreciation Luncheon
  - iv. Improve internal processes: increase budget, streamlining committee duties, hiring of a Graduate Assistant to ease time burden for Executive Committee, track volunteerism to give value to staff (working with HR to list in employee's file), annual report of accomplishments to give value for increased budget
  - v. Chair read an email from Sue Young requesting that the Staff Senate review the following:
    - 1. Getting Spring Break back
    - 2. Difficulty of University Parking
  
- b. Budget Report (Kathryn Beasley – Treasurer) - Explained in detail the increased budget request which is going to President Smatresk:
  - 1. A planning retreat for the Executive Committee
  - 2. Orientation retreat for new senators
  - 3. Promotional items to use at events for staff members
  - 4. Anticipated expenses for Homecoming, Staff Development Lunch & Learns, the hiring of a graduate student, door prizes for the Staff Appreciation Luncheon and other events such as the President's Sack Lunch to increase interest in the Staff Senate.
  
- c. Communication Report (Brandi Everett – Communication Coordinator):
  - i. Showed senators the newsletter that was created to help inform all staff about upcoming meetings and items of interest
  - ii. Discussed Facebook, Twitter, and other social media presence
  - iii. Discussed web changes and who will make them
  
- d. Committee Reports:
  - i. Standing – none at this time
  - ii. Campus Wide - Chair Christi Hestand discussed the status of the various ad hoc committees, the individuals assigned to each group, and gave a brief description of the work to come. Most groups haven't met yet and there will be more information to follow throughout the year.

#### **V. Old Business**

- a. Proclamation for recognition of HR for Staff Development Luncheon. Gary Payne reported he is still working on this.

**VI. New Business**

- a. Members of Staff Senate will all be introduced at the October 11<sup>th</sup> President's Sack Lunch in Union Ballroom. Please plan to attend and wear your Senate shirts.
- b. Cheryl Benningfield asked that in the future we provide a more detailed agenda for the full Senate to review before the meeting.

**VII. Announcements**

- a. The Mean Green vs SMU game had the 3<sup>rd</sup> largest crowd ever recorded at Apogee Stadium.
- b. The State of the Union will be held on September 15<sup>th</sup> at the Murchison.
- c. UNT is a premier sponsor of Oaktopia from September 22-24. Nora Jones, UNT alumna will be performing and staff receive 10% off tickets.
- d. Wayne Campbell spoke on the upcoming staff opportunity to attend a guided tour of Texas Motor Speedway.
- e. A list of UNT Police presentations was discussed and copies are available if needed. (Sent in by Kevin Crawford)
- f. Concealed Handgun Classes offered by Jim Coffey (Police Department).

**VIII. Adjournment at 4:23 pm**