

Staff Senate Minutes

August 16, 2022 (10:00am–11:30am)

Online Via Zoom

In-Attendance: Jenna Otto, Kelly Rush, Keegan Gormally, Michelle Gallagher, Keats Chaves, Ambre Plahn, Michael Reis, Cinda DeVoe, Julia Fruit, Adrian Trujillo

Absent: Amanda Bales, Michael Gonzalez,

Guests: Chris Solario, Dave Beasley, Eric Dickey, Michael Ellis, Olivia Flores, Sheree Solario

Approval of minutes

- July 19, 2022 Minutes are approved

Reports

- Committee Reports
 - Covid Safety:
 - Masks still recommended/encouraged. Not looking to change unless it becomes a requirement. Boosters will not be required either at this time.
 - Administrative Equity
 - No real updates at this time. We did send a welcome email to the new President.
 - On a side note, Jenna and Michael did meet with the current Interim Director of HR, Alice. They had a great meeting and used the time to introduce Staff Senate to HR and let her know some of our concerns and things we are looking forward to in the coming months.
 - Shared Governance - No Report
 - Other

Unfinished Business

- Committee Needs
 - WUC Advisory Committee
 - UBAC
- Appreciation/Recognition:
 - Cara Groshong is the winner...yay!!!
- Updates/Guest Speakers
 - Resume in Fall
- Performance Evaluations & Training
 - On hold
- Fundraiser Raffle

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- No meeting just yet. Ambre will send out an email to the members of the committee and get things started.
- Staff Survey
 - Almost ready to share the results with the team. Jenna, Michelle and Amanda need one more meeting to get things finalized before they are ready to share.
- Use of Direct Appointments
 - A statement has been developed outlining our concerns with the lack of procedures/guidelines for direct appointments. Asking members to review the first draft and will send an updated draft via email for further review.
 - Question regarding the timeline as to when we expect this policy to be created. Currently, we do not have a timeline. Rather, after we send this email it will be on us to follow up at sometime to ensure this is still on the radar.
- Policy Council
 - Email has been sent out to the stakeholders and President Peters has responded already. He indicated that this will be on his agenda. Ryan also responded via email. Both indicated that we need improving this system and they hope to have this process updated by December 2022. They also indicate that moving forward they absolutely intend to ensure that the Staff Senate President be included in the policy council communications.
 - Concerns that members of the Board of Trustees have not been aware that this council has not been operating as they intended. Jenna plans to share this with the Board at the next BOT meeting.

New Business

- Staff Senate Retreat
 - Amanda has offered her house/property to host a Staff Senate Retreat as a way to get to know each other outside of campus. Not sure on potential dates yet, but more to come soon.

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- Search Committee Process
 - Executive Level Searches
 - Should we request that an official policy be developed around the structure/formation of search committees?
 - Concerns that this is something that we should wait on and allow for the new HR director to assess and take the lead on.
 - We should keep this on our agenda and circle back to it once we have an HR director in place. Without an institutional champion, there are concerns with how successful this will be if we push for a change now.
 - Other concerns that we have problems that need to be addressed now in terms of inconsistency with applications being properly redacted, members of committees having no real training on their expectations of
 - Is there something we can/should do now then as Staff Senate to bring to light our concerns with search committees/process without pushing a formal response?
 - Reach out to the DEI Director to see if they have thoughts on how to proceed with this issue and maybe this is something they can bring forward and keep an eye on.
- Staff Senate Goals:
 - Moral: We have done a pretty good job with the additional of monthly recognition.
 - Training Performance will continue to remain of our goals that needs more work.
 - Campus Communication: Has surely improved but we have a long way to go to make it more transparent and timelier.
 - 2022-23 goals: Let's start thinking about our goals that we want to tackle during the next academic year. We could investigate using Canvas as a possible platform for us to talk about goals. Michael will create the course and start adding us to it. Possible items are:
 - Training Performance
 - Functional Policy Council
 - New Strategic Plan
 -

Announcements

- Agenda item suggestions
- Kudos/Recognition
 - Thank you Michael for agreeing to set up our Canvas group!
- Public Comments - Anything for the good of the order?



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Adjourn

Upcoming

- Sept 20, 2022