



STAFF SENATE MEETING MINUTES  
Wednesday, March 25, 2020 Virtual Microsoft Team meeting

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I. Call to Order

Roll Call Present: Tracy Clifton, ~~Corey Anthony~~, Kim Shannon, Kenneth Calliham, Amanda Morgan, ~~Justin Burger~~, Laura Brown, Susan-Wood, Anissa Lawrence, Ashley-Wilkie, Greg Allen, ~~Eddie Shaw~~, Vernon Peppers, ~~Kent Atkins~~, Tammy Mallory, Kurstin LaCoste

II. Bylaws and Elections Updates

- a. Nomination process: teams, file section, will receive nominations electronically.
- b. Postpone Elections until May
- c. Try and reach those elected by phone and/or email to get response if they are interested.
- d. Only one candidate who was nominated was not eligible due to length of time employed.

III. Employee Recognition

- a. Question: Are we ordering awards? Yes, put in order with Romack and make one order along with the Student Life awards.
- b. Are we doing the paint and pour for field day? Undecided. Laura Brown suggested if so, it being student led.
- c. Birthday card of the month to continue via email. March birthdays resent via email on Monday of each week.

IV. Communications

- a. No new updates.

V. Professional Development

- a. Will reach out to the next guest speaker to see if they can do professional development via a Zoom or Team meeting.

VI. Additional Discussion/Updates:

- a. Kurstin Terry from HR: we have received no updates from government officials at this time regarding pay/leave. Employees are encouraged to work their supervisor to discuss ways to accomplish working 37.5 hours from home each week. Employees who are taking care of children or not able to make 37.5 hours can work over a span of 7 days or take sick leave. An idea was brought up to see if we could help other departments. With approval of your direct VP you may be able to assist another department on campus.
- b. WebEx Teams in the Apps section: use Glen Shaw to setup calls from Lander's phone number.
- c. Tammy Mallory working to create an online form to nominate workers going above and beyond during this time.

VII. Student workers getting paid

- a. Ashley Wilkie: Student workers who live in the US will be mailed a check from campus on March 26, 2020. There was also a link for direct deposit that was posted in the Bearcat Buzz for students to enroll to receive DD.

VIII. Closing

- a. Will do another conference call next week, Tuesday March 31, 2020 at 11AM
- b. Meeting Adjourned at 12:06 p.m.