

## STAFF SENATE MEETING MINUTES

August 6, 2019

11:00 A.M.

ITS Conference Room

Approved

Present: Greg Allen, ~~Corey Anthony~~, Kent Atkins, Laura Brown, Justin Burger, Kenneth Calliham, Tracy Clifton, Jim Laman, Anissa Lawrence, Amanda Morgan, Vernon Peppers, Kimberly Shannon, Eddie Shaw, Ashley Wilkie, and Susan Wood.

### I. Call to Order – Tracy Clifton, Staff Senate Chair

The meeting was called to order at 11:04 am.

### II. Roll Call

**III. Approval of Minutes-** A motion was made and seconded to approve the June meeting minutes with changes. The motion was approved. Changes to the July meeting minutes were requested. We will vote on approval of these minutes at the September meeting.

**IV. Chair Report-** Tracy Clifton and other Senators updated everyone on new staff in their areas.

- a. Employee Engagement Initiatives (Human Resources)- The following events were highlighted and attendance was encouraged for the remaining events.
  - i. Pre-retirement seminar- held on July 22, 2019
  - ii. Mental Health First Aid training- held on July 30, 2019
  - iii. Faculty/Staff Picnic- scheduled for August 15, 2019
  - iv. Lander Day at the Lake- scheduled for August 17, 2019Anissa Lawrence shared very positive reviews for the Mental Health First Aid event. She also shared that Brittany Aga would be returning to Lander and is certified to lead Mental Health First Aid.
- b. Launch into Lander- An information packet was distributed to each Senator. Senators were also encouraged to visit the website for more information on these exciting events.
- c. Mandatory Employee Safety training- To be held Friday, August 16, 2019. More details are forthcoming.
- d. Tracking of Committee Goals/Action Plans- An updated form was approved by vote for use.
- e. Formal Proposal Template- This form was approved by vote for use.
- f. Follow-up to Senator's Questions/Feedback on July 9, 2019-
  - i. Banners on Wilson Street- Jeff Beaver and Stacy Bowie are currently working on this project.

- ii. Basketball Courts- Boyd Yarbrough and Matthew Gilstrap are working on having signs put up on the courts.
- iii. Friday schedule- Adam Taylor advises that they are looking at different options to give employees more benefits but must meet state regulations. No decision has been made at this time.
- iv. Disc golf- Boyd Yarbrough and Matthew Gilstrap are currently looking at usage vs. cost to operate.
- g. All-staff Assembly on October 1, 2019- The October 1 meeting will be open to all staff and will take place in the Sproles Center.

**V. Committee Reports** – After adjournment, committees worked independently to identify committee chairs, establish chairs, and execute action plans. Committee reports/progress will be shared during the September meeting.

**VI. Old Business**

- a. Follow-up on previous online comments- nothing to report
- b. New Employee Mixer- Tracy Clifton provided an update to the new employee mixer. A sample of a questionnaire that is intended to gauge the interest of uptown businesses was shared.

**VII. New Business**

- a. Online Comments- Joe Franks submitted a comment inquiring as to why employees who retire in good standing aren't approved to use the fitness center. The concern is that some former employees and some family members are allowed to use the gym while others aren't. There is also concern that approved people are allowed to use the pool and gym, but not the fitness center. It was agreed that the facilities are ultimately for student use. Most feel there should be rules in place and there should be no exceptions to the rules.
- b. Area Specific Feedback- Senators are encouraged to meet with their Vice Presidents to discuss issues related to Staff Senate.
- c. Election of Officers- New officer are:
  - i. Chair-elect- Eddie Shaw
  - ii. Secretary- Amanda Morgan
  - iii. Treasurer- Ashley Wilkie
- d. Staff Senate proposal- This was proposed by Kenneth Calliham. It will be sent to the Professional Development committee for discussion.

**VIII. Next meeting – Tuesday, September 1, 2019 at 10am in the Lois Grier Room  
Adjournment: 11:57 am**

Respectfully submitted, Kim Shannon