**Staff Senate Meeting Minutes**

**Thursday, August 19, 2021**

**9:00 a.m. – 11:00 a.m.**

**WebEx Virtual Meeting**

<https://wright.webex.com/wright/j.php?MTID=meb56c1f33bb04935a6d19b49dded10e8>

**Attendance:**

**Present:** Dawn Banker, Chris Blain, Carol Bussey, Nicole Carter, Eric Corbit, Michael Griest, Jerry Hensley, Catherine Hernandez, Kurt Holden, Mia Honaker, Debbie Lamp, Jen McCamis, Richard Perry, Debra Radford, Quatez Scott, Lora Sidor, Aaron Skira, Amanda Spencer, Tom Webb,

 **Non-Voting Present:** Connie Bajek, Donna Braswell, Katie Halberg, Carly Porter,

Becca Webb, Frank Wolz III.

**Absent:** Ciara Newsome, Chris Taylor

 **Non-voting Absent:** Amanda Coffman

1. **Call Meeting to Order 9:00 a.m.**
	1. Announcements
		1. Charene Thornton has retired. Debbie Lamp will join us as a new senator.
2. **Guest Speaker** (*Cancelled)*
3. **Old Business**
	1. By-Laws and Charter
		1. The bylaws and charter are in legal
		2. 90% of the Executive Committee are non-voting members
		3. How non-voting members will be addressed should be in our by-laws, as nothing is specified in Roberts Rules of Order.
		4. Becca will take this back to governance and membership committee.
	2. Committee Assignments (Attached)
		1. If any questions or concerns about your committee assignment, please contact Michael Griest or Frank Wolz.
		2. If you are on the Governance & Membership, Policy and Welfare, or Communications and Marketing Committees, please try and meet before September 3rd and let us know who your chair is and when you are meeting.
		3. If you are part of a larger group, we will communicate your name to these groups and have them contact you.
	3. Stipend
		1. Presented to Shari about a potential increase to stipends. Michael will meet with Shari next week.
	4. Minutes
		1. July Minutes were sent via email
		2. 2 options:
			1. Resend minutes or vote on minutes at the meeting
		3. Open discussion determined July minutes will be voted on at the meeting
		4. Roll Call Vote on July Minutes
			1. Approve: Dawn Banker, Chris Blain, Carol Bussey, Nicole Carter, Eric Corbit, Michael Griest, Jerry Hensley, Catherine Hernandez, Mia Honaker, Jen McCamis, Richard Perry, Debra Radford, Quatez Scott, Lora Sidor, Aaron Skira, Amanda Spencer, and Tom Webb
			2. Abstain: Debbie Lamp
			3. July Minutes Approved.
4. **New Business**
	1. Executive Committee
		1. Flex Work Policy
			1. Approval process unclear
			2. Shari has been asked to collect flex agreement forms and forward to President, COO, and Provost.
				1. Not clear if this means they have final approval
				2. Or if they are just collecting forms
			3. There is a lack of consistency across campus regarding flex agreements
			4. Any specific concerns, contact supervisors
			5. Additional concerns, contact HR Business Partner, or University Ombudsman.
		2. Budget document
			1. Departments have been asked to use only 95% of their budget.
			2. No significant changes between FY21 and FY22.
		3. Raises
			1. Documents were sent via email.
				1. This was different from previous years and required some fine-tuning
			2. Union members must have hard copies of documents delivered.
			3. If you feel your document was incorrect, contact you supervisor or HR business Partner.
		4. New guidelines for Campus Events
			1. Planning Open House and Fall Fest.
			2. Sue’s focus is making everything more normal for students.
			3. This will be an ever-evolving issue as guidelines continue to be monitored and/or changed by CDC.
		5. Employee Hardship Fund
			1. Committee is meeting
			2. Mia Honaker is on the committee from Staff Senate
				1. Website is up, along with link for giving
				2. Will be part of Wright Day to Give
			3. $1,506.00 raised so far
			4. Need to raise more money
			5. Meeting with Advancement representatives to discuss fundraising ideas
			6. This will be added to the New Employee Orientation so new hires become aware.
		6. Juneteenth
			1. No decision yet
			2. Submitting this for consideration for the August Leadership Committee Meeting
			3. This will be part of the Holiday and winter leave calendar being presented
		7. New Undergraduate Student Trustee to Board of Trustees: Rahul Shah
		8. Retrenchment meetings have concluded
			1. All faculty who were part of retrenchment have been notified.
	2. Presidents Report
		1. Raider Rally
			1. Friday, August 20th at 3:00 in the Alumni Grove
			2. Ice Cream will be served.
			3. Lake Campus is on Monday
			4. Donations can be made to the Raider Food Pantry
				1. Donation will also be collected at Lake Campus for Food Pantries that service students there.
		2. Michael met with Dr. Brian Boyd, new faculty senate president
			1. There will be a Joint Executive Committee Meeting in the future.
			2. He and Meghan Feragher will solidify more staff on Faculty Committees.
			3. Dr. Boyd and Michael will meet monthly.
	3. Staff Senate requested to help select volunteers for Arts Gala on April 9th.
		1. Opportunity to help with University event.
		2. COLA would like us to form an ad-hoc committee to serve as a volunteer board of staff to serve as volunteers at Arts Gala.
		3. This would help to regulate volunteers.
			1. Staff senate member would serve on Arts Gala Committee and coordinate volunteers for the evening.
		4. Floor opened for discussion
			1. Something We Serve You could do.
		5. Motion: To have a Staff Senate representative on the ArtsGala committee, but not form a Volunteer Board
			1. Moved: Debbie Lamp
			2. Seconded: Eric Corbit
			3. Yes: Dawn Banker, Chris Blain, Carol Bussey, Eric Corbit, Michael Griest, Jerry Hensley, Catherine Hernandez, Mia Honaker, Debbie Lamp, Jen McCamis, Richard Perry, Debra Radford, Quatez Scott, Lora Sidor, Aaron Skira, Amanda Spencer
			4. Motion Passes
	4. Benefits Update
		1. Hello Heart
			1. Support heart health and diabetics
		2. 5.5% increase probably indicates an increase in benefit costs for Employees.
	5. Future Guest Speakers
		1. Tanya Mathis and Jen Attenweiler
			1. The impact of Racial Equity and Inclusion on Staff Evaluations.
		2. Provost
		3. Greg Sample
		4. Greg Sharer, ombudsman
	6. When does Starbucks open?
		1. Monday, August 23rd.
	7. Buttons for Spirit available with Debbie Lamp
5. **Open Commentary**
	1. Budget
		1. Who determines what is essential and critical?
		2. 95% may be difficult for some departments
	2. Bookstore
		1. New manager will be hired.
		2. Shannon Center is the assistant manager and will be stepping up until new manager is hired.
	3. Festival Flight September 25th
		1. Lot 1 in front of the Student Union this year
		2. Check website for further information https://festivalofflight.org/
	4. Be sure and welcome students
		1. This is the first year on campus for Freshmen and Sophomores.
	5. Face Masks
		1. Ordered
		2. Will be distributed to all Faculty, staff and students
		3. Disposable masks
	6. Beautification Project
		1. Discussion with Facilities
	7. Adjournment
		1. Moved: Debbie Lamp
		2. Seconded: Mia Honaker
		3. Approved with no objections
		4. Meeting adjourned 10:01 am.
6. **Schedule reminders**
	1. Exec Committee Planning Meeting 09.02.2021 9:00 – 10:00 a.m. TBD
	2. Exec Committee Meeting 09.09.2021 9:00 – 10:30 a.m. TBD
	3. Staff Senate Meeting 09.16.2021 9:00 – 11:00 a.m. TBD

