

## Staff Senate Meeting Minutes

Thursday, May 19, 2022

9:00 a.m. – 11:00 a.m.

<https://wright.webex.com/j.php?MTID=mf9f2db7a68a26800fe96bd77004f90e9>

### Attendance:

**Present:** Chris Blain, Carol Bussey, Nicole Carter, Marsha Henderson, Jerry Hensley, Mia Honaker, Debbie Lamp, Jen McCamis, Cassie McKinney, Richard Perry, Debra Radford, Quatez Scott, Amanda Spencer, Chris Taylor

**Non-Voting Present:** Connie Bajek, Amanda Coffman, Katie Halberg, Stephanie Kohne, Frank Wolz

**Absent:** Eric Corbitt, Kurt Holden, Ciara Newsome, Aaron Skira, Mike Vanhorn, Tom Webb

**Non-Voting Absent:** Donna Braswell, Carly Porter

- I. Meeting called to order by Frank Wolz at 9:00 a.m.
- II. Guest Speaker: Emily Hamman, Associate Vice President and Chief Human Resources Officer
  - Differences between Classified and Unclassified Employees
    - Unclassified
      - Exempt
      - Paid salary, no allowance for overtime.
      - 'at-will' employees
      - Only track 'exception time'
      - 2 Vacation accrual rates
      - Job elimination processes
        - ❖ 1 week notice per year of service, minimum 4, maximum 24
    - Classified
      - Non-exempt, subject to FLSA
      - Paid overtime for hours over 40 hours/week
      - Governed by State Personnel Board of Review
      - Track all hours worked on time sheets
      - Provision for Comp time
      - 4 Vacation accrual rates
      - Job elimination processes
        - ❖ 1 week notice per year of service, minimum 4, maximum 24
        - ❖ Or vacant position in same classification
        - ❖ Or layoff with placement on recall list
        - ❖ Appeal rights to the SPBR

### III. Old Business

- April 21, 2022 Minutes

**Approved by:** Chris Blain, Carol Bussey, Nicole Carter, Marsha Henderson, Jerry Hensley, Mia Honaker, Debbie Lamp, Jen McCamis, Richard Perry, Debra Radford, Quatez Scott, Amanda Spencer, Chris Taylor.

Motion Carried, minutes approved

- Clean up Day
  - Wait until Fall
  - Including Faculty Senate and Student Government
- Bylaws
  - Governance and Membership will review the edited minutes once election is complete

### IV. New Business

- Election Results
  - Thank you to Jerry Hensley and the Governance and Membership Committee for all of their hard work on the Election!
  - New Classified Representatives: Carly Porter, Tammy Smith & Ben Lootens (3-year terms). Franchesca Alford and Sonia Hackathorne (1-year terms)
  - New Unclassified Representatives: Seth Gordon and Branden Combs (3-year term), Ann Greer (2-year term)
  - Committee Assignments will take place before July
    - Non-staff senate members are welcome to sit on most of the committees.
- Executive Committee Update
  - Enrollment is moving in the right direction
  - Possible pay increase of 3½%
    - Will be voted on in June Board/Budget meeting
  - HR completed 3R training, feedback appreciated.
  - Biometric Screening
    - Off-site screening will be accepted for reduction in premiums next year.
  - Tobacco Surcharge survey
    - Be sure to complete survey.
  - New Tax laws
    - Be sure Flexible Work Agreement is completed and approved.
    - Any specific questions, contact Human Resources.

- OSCHE Meeting July 15<sup>th</sup>
  - Planning Committee Needed, contact Connie Bajek if you are interested.
- Streaming of Board of Trustees Meetings
  - Letter sent from Executive Committee to the Board of Trustees encouraging streaming of the meetings.

## **V. Open Commentary**

- New Bookstore Provider
  - eCampus.com
  - There will be a physical space for the bookstore.
  - Same discount for staff
- Food Service
  - RFP going out
  - Current contract ends in June 30, 2023
- Poker Walk
  - June 1<sup>st</sup>
  - 11:30 – 1:00
  - Start/Finish at BART

## **VI. Adjournment**

- Motion to Adjourn: Debbie Lamp
- Second: Quatez Scott
- Meeting Adjourned 10: 28 a.m.

### **Schedule Reminders**

Poker Walk	06.01.2022	11:33 a.m.
Staff Senate Executive Planning Meeting	06.02.2022	9:00 a.m.
Staff Senate Executive Meeting	06.09.2022	9:00 a.m.
Summer Celebration for Employees	06.13.2022	2 – 3:30 p.m.
Staff Senate Meeting	06.16.2022	9:00 a.m.