Staff Senate Meeting Minutes

Thursday, May 19, 2022
9:00 a.m. – 11:00 a.m.

https://wright.webex.com/wright/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
     o 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
     o 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
     o Wait until Fall
     o Including Faculty Senate and Student Government
   • Bylaws
     o Governance and Membership will review the edited minutes once election is complete

IV. New Business
   • Election Results
     o Thank you to Jerry Hensley and the Governance and Membership Committee for all of their hard work on the Election!
     o New Classified Representatives: Carly Porter, Tammy Smith & Ben Lootens (3-year terms). Franchesca Alford and Sonia Hackathorne (1-year terms)
     o New Unclassified Representatives: Seth Gordon and Branden Combs (3-year term), Ann Greer (2-year term)
     o Committee Assignments will take place before July
       ▪ Non-staff senate members are welcome to sit on most of the committees.
   • Executive Committee Update
     o Enrollment is moving in the right direction
     o Possible pay increase of 3½%
       ▪ Will be voted on in June Board/Budget meeting
     o HR completed 3R training, feedback appreciated.
     o Biometric Screening
       ▪ Off-site screening will be accepted for reduction in premiums next year.
     o Tobacco Surcharge survey
       ▪ Be sure to complete survey.
     o New Tax laws
       ▪ Be sure Flexible Work Agreement is completed and approved.
       ▪ Any specific questions, contact Human Resources.
• OSCHÉ Meeting July 15th
  o Planning Committee Needed, contact Connie Bajek if you are interested.
• Streaming of Board of Trustees Meetings
  o Letter sent from Executive Committee to the Board of Trustees encouraging streaming of the meetings.

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

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

Schedule Reminders

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>Poker Walk</td>
<td>06.01.2022</td>
<td>11:33 a.m.</td>
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<tr>
<td>Staff Senate Executive Planning Meeting</td>
<td>06.02.2022</td>
<td>9:00 a.m.</td>
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<tr>
<td>Staff Senate Executive Meeting</td>
<td>06.09.2022</td>
<td>9:00 a.m.</td>
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<tr>
<td>Summer Celebration for Employees</td>
<td>06.13.2022</td>
<td>2 – 3:30 p.m.</td>
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<tr>
<td>Staff Senate Meeting</td>
<td>06.16.2022</td>
<td>9:00 a.m.</td>
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