Staff Senate Meeting
July 19, 2006

Attendees				
	X	Zeke Aguilera	X	April Harris
		Debbie Allen		Karla Hubbert
	X	Keshia Askew		Tami Lang
	X	Kelvin Bee	X	Ann Lee
	X	Connie Brand	X	Demetrice Mitchell
	X	Joyce Bryant	X	Shirley Myers
	X	Jackie Carlson	X	Melanie Newby
	X	Steve Collins	X	Tammy Paltchikov
	X	Candi DeBardelaben		Steve Parker
	X	Jared Dinehart		Ray Pinner
		Joanie Fletcher		Doris Ruddle
		Sue Garrison	X	Cil Spina
	X	Beverly Gentry	X	Nikki Willis
		Marcia Green		

List Proxies:
Keshia Askew for Sue Garrison and Joanie Fletcher
Connie Brand for Tami Lang
Phyllis Hollins for Ray Pinner

Keshia Askew called the meeting to order at 11:01 a.m.

Minutes of the last meeting:
A motion was made by Keshia Askew to approve the minutes from the last meeting, June 28, 2006. Shirley Myers seconded the motion.

Notebooks were handed out to new Staff Senate members that contained a calendar of events and meeting schedule through December 2006 and the Staff Senate Bylaws.

OLD BUSINESS:

- Ann Lee will continue serving on the Employee Health Services Committee. The committee is working to establish an on-campus clinic for staff. The feasibility study came back with positive results. Committee meets again during the first week of August.

NEW BUSINESS

- Keshia Askew passed around a list of Staff Senate Committees and a list of the committee's responsibilities and goals. Keshia required each senator to sign up for at least two committees. Each committee must have a chair. If no one volunteers, the first person under each committee heading will become the chair. If after review of committee responsibilities and goals there need to be additions made, recommendations will be made at next meeting.

- The following University Standing Committees were discussed:
  - Employee Benefits Committee: Total of 9 members made up of the president, four faculty members, and four staff members. Floor was opened for

nominations for the appointment of a new staff member. New committee member will serve a three-year term. Connie Brand volunteered to serve on the committee.

- o Campus Priorities and Resources Committee: All Executive members of Staff Senate are automatically on committee and serve a one-year appointment. Keshia Askew read a description of the committee's responsibilities.

- Paulette Bell's position on the Employee Sick Leave Bank Committee expired and a new representative must be appointed. Keshia Askew asked for volunteers. Keshia Askew encouraged those senators not currently involved with the Employee Sick Leave Bank to enroll during open enrollment in October. To participate employees need to donate a minimum of 8 hours per year with a maximum donation of 16 hours per year. Joyce Brandt volunteered to serve on the committee.

OTHER BUSINESS

- Bylaw proposed by the 2005-2006 Staff Senate was never approved. Keshia Askew read the by-law to the senate. The by-law will be re-read and voted on at next meeting on August 16, 2006.

- Keshia Askew asked for a volunteer to take over the Staff Senate website responsibilities.

ANNOUNCEMENTS

- All senators are requested to be present at every Senate meeting. All Executive members are required to be present. If you are unable to attend a meeting, please contact Keshia.

- April Harris asked for introductions of senators to be done for those who were not present at the first Staff Senate meeting.

- Phyllis Hollins discussed a committee being put together to promote overall health (weight loss, exercise, stress reduction, etc) on campus. April Harris and Zeke Aguilera volunteered to serve on the committee.

- New employee orientation is looking to expand its program with the addition of providing a campus tour.

- The process in which annual staff awards are awarded is looking to improve. Looking at honoring one individual as "Employee of the Month" and from the 12 recipients, six will then be selected for the final awards.

- Ann Lee is a new grandmother to a beautiful baby boy named Andrew Lee Evans.

Keshia Askew adjourned the meeting at 11:34 a.m.