

**Angelo State University  
Staff Senate Meeting Minutes  
UC 203-204  
May 21, 2012**

**Call to Order and Establishment of Quorum**

The meeting was called to order and a quorum established at 3:03 p.m. by Katie Plum, Chair.

**Senators Present:** Kimberly Adams, Crystal Braden, Patrick Dierschke, Katie Dixon, Carl Halfmann, Chad Harris, Pat Payne, Katie Plum, Ruben Sandoval, Justina Stark, Antonella Ward, Audrey Wilson

**Alternates Present:** Susie Dusek, Mary Escobar, Betty Thorpe

**Visitors signed in:** Lori Chandler, Kurtis Neal, Kelsey Samsel

**I. Senators:**

Shayna Lopez will be leaving ASU and alternate Chad Harris has accepted the offer to become a senator in her place. Justine Gaskamp will also be moving and alternate Justina Stark will step into her place.

**II. RamStar Awards:**

Awards were presented to Erika Munoz, Justina Stark, and Dwain Swenson.

**III. Approval of Previous Meeting's Minutes:**

The minutes of the previous meeting from April 23<sup>rd</sup> were presented for approval. Crystal Braden made a motion to accept the minutes and Audrey Wilson seconded the motion. Motion passed unanimously.

**IV. Guests:**

*Kurtis Neal, Director of Human Resources*

Open enrollment is typically in July for changes to your benefits. This year ERS will have open enrollment in phases. ASU is in phase three, July 16-27. More communication will be sent via everyone e-mail. If no changes to your benefits, you will not have to do anything.

Youth Protection Training for the future. ASU is partnering with the TTUHSC to train trainers for our campus. Possibility of an online class in the future. Training is good for two years. If you missed the training, you may continue to give tours. Once significant amounts of training opportunities have been offered, the university will reach a point where you must complete the training to continue giving tours.

*Dr. Doyle Carter, Director of QEP*

The QEP topic is CONNECT! Campus and Community: ASU's Plan to Enhance Student Learning Through Community Engagement. Please take a look at the full document available on the QEP website. The document will be in draft form until February 2013 when it is submitted to the Southern Association of Colleges and Schools' Commission on Colleges (SACS-COC). The 2012-13 Community Engaged Fellows have been announced and the pilot will begin in fall 2012.

**V. Treasurer's Report:**

No Treasurer's Report.

**VI. Committee Reports:**

Employee Recognitions – Antonella Ward

No nominations for May RamStar Awards received to date. Katie Plum will send a reminder about the RamStar program to all staff via e-mail.

Nominations and Elections – Crystal Braden

Nomination Ballots have been sent to all staff. The committee plans to have new senators elected before the June meeting.

Gary and Pat Rodgers Distinguished Administrator Award – Katie Plum

The committee has met and sent forward their recommendations for a recipient. The awards will be presented at the State of the University Address in September.

**VII. Unfinished Business:**

No plans have been put into place for the Lonestar Football Festival. Kimberly Adams will request information to present to the senate at the next meeting.

**VIII. New Business:**

Katie Plum asked to add a new item to the agenda to nominate a new Vice Chair to replace Shayna Lopez. All were in favor of adding the item to the agenda. Motions for Vice Chair Nominations were made. Crystal Braden was elected Vice Chair for the remainder of the 2011-2012 Staff Senate year.

By-laws – Audrey Wilson

Review the changes submitted to the senate: correct grammatical errors, title changes, new HR terminology changes, dates and references to the first year of the staff senate; proposing to return to the chair-elect position for continuity on the executive board; time frame to change to June – May (to be in line with the Faculty and Student Senates); new senators will begin June 1<sup>st</sup> with elections for executive board taking place at the June meeting, all executive board members will work together to submit the end of year report; possibly include a description of

the responsibility of the committees, formatting changes, and change the open forum to the spring.

Extensive discussion about the changes included concerns about the chair-elect needing to serve as an officer for two years, concerns about the start/end dates of the annual staff senate calendar, and questions about the effective date of the changes. Ultimately, the Senators decided to maintain the status quo for the chair/vice-chair positions and to change the calendar to a June 1 – May 30 format, with the officers being elected at the June meeting each year. The effective date of the changes will be determined when the Senate votes on the changes to the By-laws at the June meeting.

Bylaws will be e-mailed to the staff prior to the June Staff Senate Meeting and will be voted on at the June meeting.

#### **IX. Miscellaneous**

Press Releases are available via ASU Twitter Feed, Facebook pages, RamPort, and at [angelo.edu](http://angelo.edu) "News & Media."

Dr. Javier Flores is the new Vice President for Student Affairs and Enrollment Management. He will be joining ASU on July 1<sup>st</sup>, and he has tentatively been scheduled to attend the July Staff Senate meeting.

Board of Regents approved the Mayer-Rousselot Agriculture Education Training Center and the creation of the ASU Freshman College.

#### **X. Adjournment**

Antonella Ward moved to adjourn, Crystal Braden seconded and the meeting was adjourned at 4:32.