

**Angelo State University  
Staff Senate Meeting Minutes  
LeGrand Alumni and Visitors Center  
Dec. 16, 2013**

## **I. Call to Order and Establishment of Quorum**

The meeting was called to order and a quorum established at 3:10 p.m. by Suzie Dusek, 2013-14 Chair.

**Senators Present:** Becky Brackin, Denise Brodnax, D' Chandler, Kent Corder, Suzie Dusek, Adra Enos, Luann McCorkle, Joe'l Sefcik, Betty Thorpe and Kristi Wolff

**Alternates Present:** None

**Visitors signed in:** Kimberly Adams, Susan Williams

## **II. RamStar Awards:**

Kristi Wolff read the nomination of Kim Wirth as a RamStar. Ms. Wirth's award will be delivered to her.

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

The minutes of the previous meeting on Nov. 18, 2013, were presented for approval. Kent Corder moved to approve the minutes as presented. Betty Thorpe seconded the motion, and the minutes were unanimously approved.

## **IV. Guests:**

Kurtis Neal, director of human resources, was not present due to a conflicting meeting.

Susan Williams, associate director of administration for the Center for Security Studies, presented a proposal for staff exercise time that is attached to these minutes. The basic premise is to allow release time from work to exercise. Senators asked questions including: Might there be backlash from the public with a perception that the university is using taxpayer dollars to release employees from duty? Would workman's compensation be an issue? How would this affect someone working through grant funds?

Adra Enos will get a copy of the Texas Department of Transportation's similar plan. Kristi Wolff will obtain a copy of Shriner College's plan. Ms. Dusek will share this information with the office of human resources and get feedback. She will then send an e-mail to staff at ASU asking that feedback is provided to senators representing respective job categories. Senators will bring this feedback to the next regular meeting for discussion and perhaps a vote.

## **V. Treasurer's Report:**

Kent Corder distributed the Treasurer's report of Dec. 16, 2013, as reflected below:

Staff Excellence Awards	
Beginning Balance	\$3,500.00
Available Balance	\$3,500.00
Staff Senate	
Available Balance	\$996.79

The November social has been paid for.

## VI. Committee Reports:

### a. Staff Recognition:

- 1) *Calculation of service time for employee service awards* – Kristi Wolff has not yet heard back from Dr. David Dewar, president of the faculty senate. The intent is to discuss with him the staff recognition committee’s proposal that ASU model its service awards policy after Texas Tech University’s and seek faculty senate’s approval. After approval is obtained, the proposed operating policy would be sent to the Provost’s office. Input is needed from human resources staff, Lori Chandler or Jessica, on this proposal. Ms. Dusek suggested that Ms. Wolff try again to make contact with Dr. Dewar before the university closes for winter break.
- 2) *Staff Excellence Awards* – The call for nominations has gone out. The planning committee will meet Wednesday, Dec. 18 to select the physical award and menu and approve the luncheon invitation. A “Save the Date” notice has gone to administrators for both the luncheon and the awards ceremony. The luncheon for award nominees is Feb. 11 at the LeGrand Alumni and Visitors Center. The awards ceremony is Feb. 13 at 10:30 in the CJ Davidson Conference Center.

### b. Staff Relations:

- 1) Staff Senate will not host an administrators' forum in January.
- 2) Welcome Back Reception in January: This reception will be hosted by the president’s office, academic affairs, and the faculty and staff senates. It is scheduled for 4:30-6 p.m. on Jan. 15.

## VII. Unfinished Business:

- a. Staff/Faculty Student Scholarship – Ms. Dusek explained there is more work to do on the criteria for this scholarship. She asked for staff senate volunteers to help draw up criteria. She will also check with the scholarship programs office.

## VIII. New Business:

The proposal for staff release time for exercise will be review and brought back for discussion as mentioned under the guests’ portion of the agenda.

## IX. Miscellaneous (comments, announcements, and round table times)

Ms. Brackin thanked all who helped host the Concho Christmas Tour of Lights. Joe'l Sefick reminded the group that the organizers need volunteers for Dec. 27 and 28 if anyone is available.

The graduation ceremony went well. There was no ROTC cadets graduating, thus there was not a commissioning ceremony.

Ms. Dusek commented that it would be helpful to Admission to conduct a survey of faculty and staff to determine how many are ASU alumni.

## **X. Adjournment**

Denise Broadnax moved to adjourn. Betty Thorpe seconded, and the meeting was adjourned at 3:50 p.m. The next regularly scheduled meeting is Monday, Feb. 17, 2013, in the Nasworthy Suite (Rooms 203-203) of the Houston Harte University Center.

Approved:

\_\_\_\_\_ Secretary  
\_\_\_\_\_ Date