

**Angelo State University  
Staff Senate Meeting Minutes  
Houston Harte University Center  
Nasworthy Suite, Rooms 203-204  
Nov. 18, 2013**

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

The meeting was called to order and a quorum established at 3:05 p.m. by Suzie Dusek, 2013-14 Chair. Ms. Dusek distributed ASU Staff Senate lapel pins to senators and alternates who did not receive one at the last meeting.

**Senators Present:** Maggie Blair, Becky Brackin, Denise Brodnax, Kent Corder, Suzie Dusek, Adra Enos, Luann McCorkle, Stephen Schkade, Joe'l Sefcik, Betty Thorpe and Ian Wylie

**Alternates Present:** Elizabeth Randell, Julia Valles and Kimberly Wirth

**Visitors signed in:** Jody Casares, Lori Chandler, Gabrielle Miller and Matt Walsh

**II. RamStar Awards:**

No RamStar awards were presented at this meeting.

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

The minutes of the previous meeting on Oct. 21, 2013, were presented for approval. Betty Thorpe moved to approve the minutes as presented. Maggie Blair seconded the motion, and the minutes were unanimously approved.

**IV. Guests:**

There were no comments or reports from guests.

**V. Treasurer's Report:**

Kent Corder distributed the Treasurer's report of Nov. 18, 2013, as reflected below:

Staff Excellence Awards		
Beginning Balance		\$3,500.00
Available Balance		\$3,500.00
Staff Senate		
Beginning Balance		\$1,059.27
November Staff Social		\$-62.48
Available Balance		\$996.79
President's Awards Staff Excellence		
Previous Balance		\$0.00
Available Balance		\$0.00

## VI. Committee Reports:

- a. Staff Recognition:
  - 1) *Calculation of service time for employee service awards* – Ms. Dusek reported that the committee met on Oct. 28 and determined there is more work to be done with the involvement of the Human Resources office and the Faculty Senate. The committee recommended using the Texas Tech University operating policy as a model. After working with these two groups, a draft operating policy will be brought back to the Staff Senate for a vote.
  - 2) *Staff Excellence Awards* - Ms. Dusek noted that this committee needs to meet before the end of the month and set deadlines for nominations. The Staff Senators should also be thinking of people to nominate.
- b. Staff Relations:
  - 1) Upcoming Staff Social: 2-3 p.m. this Friday, November 22 in the Modular Theatre with the Arts at ASU hosting. The December social will be in the computer science program's gaming lab.
  - 2) Welcome Back Reception in January: This reception will follow the annual Open Forum and will be co-hosted by the Staff Senate and the President's Office. The reception may require additional help from staff senators.
- c. Ad Hoc – State Employee Charitable Campaign: Kent Corder reported that the ASU campaign reached 79 percent of its goal for total contributions of \$23,000. This was down from last year, and Kent suggested that perhaps the senate should consider some additional fundraisers next year.

## VII. Unfinished Business:

- a. Staff/Faculty Student Scholarship – Ms. Dusek reported that there is \$2,900 in a fund from a campus-wide campaign from the Office of Development. A memo was previously written with stated criteria that would have to be followed for use of this scholarship money right now. She further stated that the Faculty Senate would need to be consulted, and a new scholarship committee would need to determine the recipient(s). The original memo states that the Staff Senate would determine the scholarship recipient(s). Denise Brodnax volunteer to help draft new specifications. The new criteria should be available to bring back to Staff Senate at its next meeting.
- b. Instructions for hosting Concho Christmas Celebration light tour, Wednesday, Dec. 11 – Becky Brackin passed around a printed signup sheet to remind those who have signed up to work shifts. Instructions for hosting a shift were e-mailed earlier this month but were also attached to the printed signup sheet for review.

## VIII. New Business:

There was no new business.

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

- a. Conner Frankhouser, vice-president of the Student Government Association, offered a personal invitation for staff senators to attend the campus tree lighting ceremony at 5:30 p.m. Monday, Dec. 2

## **X. Adjournment**

Kent Corder moved to adjourn. Joe'l Sefick seconded, and the meeting was adjourned at 3:25 p.m. The next regularly scheduled meeting is Monday, Dec. 16, 2013, in the LeGrand Alumni and Visitors Center, 1620 University.

Approved:

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