

**Angelo State University
Staff Senate Meeting Minutes
Nasworthy Suite, Houston Harte University Center
Feb. 17, 2014**

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.

Senators Present: Maggie Blair, Becky Brackin, Suzie Dusek, Adra Enos, Brandy Hawkins, Luann McCorkle, Mark Multer, Betty Thorpe and Kristi Wolff

Alternates Present: Casey Baccus, Suzanne Campbell, Kerri Mikulik and Julia Valles

Visitors signed in: Mary Eades, Kurtis Neal

II. RamStar Awards:

Kristi Wolff presented RamStar awards to Maggie Blair, Becky Brackin, Joe Berry and Farrah Lokey. Raymond Simmons' RamStar will be sent to him through campus mail.

III. Approval of Previous Meeting's Minutes:

The minutes of the previous meeting on Jan. 27, 2014, were presented for approval. Becky Brackin noted that the place of the meeting was incorrect on both the previous meeting's minutes and the current agenda. She will correct both. Betty Thorpe moved to approve the minutes with the noted corrections. Adra Enos seconded the motion, and the minutes were unanimously approved.

IV. Guests:

There were no comments from guests.

V. Treasurer's Report:

In Kent Corder's absence, Suzie Dusek gave a briefing on expenditures:

Staff Excellence Awards	
Beginning Balance	\$3,500.00
Angelo Awards (paid)	\$-381.62
Nominee Luncheon (Encumbered)	\$-921.75
Available Balance	\$2,196.63
 Staff Senate	
Beginning Balance	\$996.79
Welcome Back Reception (Paid)	\$-150.00
Available Balance	\$846.79

The awards reception was also encumbered and paid.

VI. Committee Reports:

a. Staff Recognition:

- *Calculation of service time for employee service awards* –Ms. Dusek reported that the proposed verbiage for a service recognition policy will be drafted and forwarded to the Faculty Senate for consideration at their meeting next week. The policy will mirror the Texas Tech University service recognition policy with the exception of statements that do not apply to Angelo State University.
- *Staff Excellence Awards* – The nominee luncheon was canceled due to inclement weather. It is rescheduled tentatively for Wednesday, March 5. Those invited previously will receive e-mail confirmation when arrangements are definite.

b. Staff Relations:

Maggie Blair, chair of the Staff Relations committee, announced that the next “Learning and Networking” event is scheduled for 2-3 p.m. Tuesday, March 18 in the EPI Center at the Carr EFA. She is in contact with Athletics to schedule an event at the Junell Center in April. The May event will be at the Nursing Simulation Lab, and the June event will be at the ROTC Detachment office.

c. Nominations:

Brandy Hawkins announced that the Nominations Committee would soon send out a call for nominations to fill Staff Senate positions that are expiring. She said that some senators might be asked to help call nominees to ensure they are willing to serve, if elected.

VII. Unfinished Business:

- ### a. Staff/Faculty Student Scholarship –
- Ms. Dusek distributed a letter of proposal containing the requirements for application for scholarship intended for staff or faculty. She invited discussion and expressed desire to finalize the language in the proposal so that it can be submitted for Faculty Senate consideration next month. Once the letter is satisfactory to both groups, it will proceed to the Office of Development and become criteria for the general scholarship committee’s use in selecting recipients.

Suggestions from senators and guests:

- Add language similar to that of the tuition exemption policy to address those that drop a class.
- Change language to reflect, “\$150 each term, maximum \$300 per academic year.”
- Make scholarship application available year-round.
- Add language, “Scholarships will be awarded as funds are available.”

Ms. Dusek will e-mail another draft of the letter out for review by the Staff Senate and Faculty Senate prior to next month’s meetings. Ms. Brackin and Ms. Thorpe will attend the Faculty Senate meeting next month.

VIII. New Business:

Ms. Dusek asked senators whose terms will continue into the next fiscal year to consider serving on the State Employee Charitable Campaign committee. She also advised that they check with the faculty senate now as planning has to begin in the summer. She reminded the group that small additional fundraisers, such as bake sales, were a suggested following last year's campaign.

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

Ms. Valles asked if there is an option for all staff to be paid twice monthly. Mr. Neal responded that, currently, exempt employees are paid monthly. Non-exempt, student and temporary employees are paid semi-monthly. There would have to be a change in status for an employee to be paid semi-monthly, and there are multiple influences on making such a change. He offered to visit with anyone individually if there are additional questions.

Ms. Dusek brought forward a staff-submitted concern regarding parking. The concern suggested that parking fees are too costly. Also, a scenario was presented that one vehicle shared by a family may not always be on campus, yet the full fee has to be paid for that vehicle regardless. An additional concern was the cost for motorcycle parking with a question as to whether the cost could be reduced for a motorcycle permit that is paid along with another vehicle within the same family. Mr. Neal suggested that the senate invite the parking staff along with Maggie Pepper to visit a staff senate meeting. Ms. Dusek will also share this information with President Brian May at their next meeting.

Ms. Wolff reminded senators that the SMART Workshops have been renamed "Freshman College Workshops." These workshops are for all students, not just freshmen, and cover topics such as test taking, public speaking and time management. Workshops are scheduled each Tuesday for the next six weeks. Fliers and posters are available for those who want them, and the workshops are posted on the university calendar.

X. Adjournment

Ms. Dusek adjourned the meeting at 3:56 p.m. The next regularly scheduled meeting is Monday, March 17, 2014, in the Nasworthy Suite (Rooms 203-203) of the Houston Harte University Center.

Approved:

_____ Secretary
_____ Date