Angelo State University
Staff Senate Meeting Minutes
UC 203/204
September 14, 2009, 3:00 p.m.

I. Call to Order and Establishment of Quorum.

The meeting was called to order and a quorum established at 3:30 p.m. by Patrick Dierschke due to Dr. Rallo addressing the meeting.

Senator present: Skip Bolding, Shonda Brooks, Patrick Dierschke, Johnny Fira, Brandy Hawkins, Paul Kalina, Pam McKnight, Carl Martin, Meghan Pace, Pat Payne, Annette Roberts, Ruben Sandoval, Lisa Sheppard, and Judy Stanley

Alternates present: Mary Eades, Jessica Manning and Deleise Marsh.

Visitors signed in: Katie Plum, Audrey Wilson, Lisa Hernandez, Justine Gaskamp, Sallie Word, Cindy Weeaks, Mary Ann Boyd, Melanie Hann, Krista Middendorf, Mary Ann Lowe, Debbie Braden, Anoja Jeyakumar, and Jody Casares.

II. Approval of Previous Meeting’s Minutes.

The minutes of the previous meeting held August 17, 2009, were presented for approval. Two corrections were noted. Under New Business, personal should be Personnel and under Miscellaneous, re-wording of an idea to promote staff’s involvement in recruiting and retention. Skip Bolding made the motion to accept the minutes as corrected and Meghan Pace seconded the motion. It passed unanimously. Dr. Limbaugh thanked the staff for their input and attending the summit on recruiting and retention and for taking the situation seriously.

III. Treasurer’s Report.

Troi Middleton reported that the Staff Excellence Account has a balance of $3,700. The Staff Senate Account has a balance of $1,423.52.

IV. Committee Meetings

There were no reports from the various committees. New committee assignments will be forthcoming due to new Senators coming in and old Senators going out. Patrick introduced the new Senators and Alternates. The Standing Committee, Ad Hoc Committee and Monthly Agenda signup sheets were passed around for Senators to volunteer for. Brandy Hawkins stated that she will not serve as Vice Chair so someone who is just coming on needs to be Vice Chair as they will be Chair next year. It was noted that Paul Kalina is a returning senator and will serve one more year. There was an error on the senator roster.

V. Unfinished Business

1. Patrick Dierschke reported on the proposed “Spirit Day” dress code. He stated it had been approved for employees to wear the school logo and colors (blue and gold) on Friday prior to athletic events. Patrick reported on other stores not carrying ASU merchandise and stated it was a matter of supply and demand. He suggested everyone ask businesses to carry ASU merchandise.
2. Brandy Hawkins reported on the Staff Senate representation on the Search Committee for the VP of Student Affairs. She stated they were working on the job description.

Patrick Dierschke reported on the Staff Senate representation on the Search Committee for the VP of Academic Affairs. He stated the search firm had made a visit to campus to conduct information gathering meetings with a variety of constituent groups on campus to develop a broad overview of the institution, the position, and the general campus environment. This person suggested a timeline of December for a person to be in the position.

3. Election of the Vice Chair took place. Patrick Dierschke read the responsibilities of the Chair and the Chair-Elect. The floor was opened for nominations. Skip Bolding nominated Pat Payne. Pam McKnight seconded the motion. Carl Martin made the motion to cease nominations and Shonda Brooks seconded the motion. It passed unanimously and Pat Payne was elected Vice Chair of the Staff Senate.

The Secretary/Treasurer was brought up for discussion. Patrick Dierschke read the responsibilities of the position. Skip Bolding made the motion to make it two positions. Pat Payne seconded the motion. After discussion, it was decided that the By Laws must be changed to do this and so the item was tabled for the By Laws Committee. Brandy Hawkins made the recommendation for the Vice Chair to take over the Treasurer’s duties. The floor was opened for nominations for Secretary/Treasurer. Annette Roberts nominated Shonda Brooks and Pam McKnight seconded the nomination. Skip Bolding nominated Annette Roberts and Pat Payne seconded the nomination. Carl Martin made the motion to cease nominations and Judy Stanley seconded the motion which passed unanimously. A secret ballot vote was taken and after tallying the votes, Annette Roberts was elected Secretary/Treasurer.

VI. New Business

1. Justine Gaskamp gave an update from the Travel Office. She stated they were there to assist everyone and wanted to thank everyone for their patience while getting the office set up and going.

2. Patrick Dierschke stated that the Staff Senate should look at having gatherings in different building around campus. This would not cost much and would be a way of getting people out and about meeting different staff. He also stated another idea of staff recognition would be the staff spotlight on the HR home page. The Staff Recognition Committee will be working on this.

VII. Miscellaneous

1. Troi Middleton stated she had received an email from Rosana Armendariz stating the State School Recycle Representative is Tammy Maricle and can be reached at 465-2408.

2. Patrick Dierschke reported on a petition which was circulating regarding parking backwards in a space. This pertains to the Facility Management area. The petition is asking for the parking regulations to be re-examined for that lot only. He stated the issue had been resolved. Parking backwards was approved for that lot only.

3. Patrick Dierschke stated that a suggestion to put doors on the stalls in the men’s area of the Center for Human Performance was re-visited. A temporary solution until the building is renovated is being looked into.

4. Patrick Dierschke presented an idea to get staff more involved in activities (athletic events, etc). He stated staff could possibly accrue points for events attended by using their ASU One Card as a way
of tracking the attendance. Most points would result in some sort of prize. He stated this was just an idea and something to think about.

5. Patrick Dierschke reminded everyone about the State of the University Address on Thursday, September 17th at 2:00 p.m. He asked all Senators and Alternates to sit together.

6. Patrick Dierschke stated that the November Open Forum would take place again if Dr. Rallo agreed. He will contact him about this. Patrick also stated that a representative from the Staff Senate is needed to attend the Student Senate meetings. The Student Senate meets every week but not every meeting would need to be attended. Student representatives are invited to attend our meetings as well. Patrick will continue representing the Staff Senate at the Faculty Senate meeting.

7. Lisa Sheppard introduced Mary Ann Boyd, the new Budget Analyst in the Budget Office. Justine Gaskamp stated there will be a travel web site in the near future, but the email address for the travel office, traveloffice@angelo.edu, is up and running.

8. Jessica Manning stated the Bookstore Advisory Committee that handles concerns over ASU merchandise meets quarterly and was having a meeting on Wednesday, September 16th, at 4:00 p.m. in UC 202. She invited anyone to come who had suggestions on merchandise and ideas.

VIII. Adjournment

Pat Payne made the motion to adjourn the meeting and Brandy Hawkins seconded it. The motion passed unanimously. Patrick Dierschke adjourned the meeting at 4:40 p.m.

Respectfully submitted,

Annette E. Roberts
Secretary Treasurer