

**Angelo State University
Staff Senate Meeting Minutes
UC 203-204
July 15, 2013**

I. Call to Order and Establishment of Quorum

The meeting was called to order and a quorum established at 3:00 p.m. by Suzie Dusek, 2013-14 Chair.

Senators Present: Maggie Blair, Kent Corder, Suzie Dusek, Adra Enos, Brandy Hawkins, Luann McCorkle, Mark Multer, Stephen Schkade, Joe'L Sefcik, and Kristi Wolff

Alternates Present: Casey Baccus, Sheila Jackson, Kelsey Samsel

Visitors signed in: Carol Antill, Elaine Beach, Carmela Booker, Jeremy Brake, Jody Casares, Katie Dixon, Mark Hirt, Edith Huerta, Jennifer McAndrews, Kurtis Neal, Joe Munoz, Sandra Rosser, Elias Soza, Lorina Soza, Princes Fiel Wade, Matt Walsh, Audrey Wilson

II. RamStar Awards:

Awards were presented to: Paula Bradley, Jeremy Brake, Chad Harris, Jennifer McAndrews, Marshall Peter, Meghan Seibert, Lorina Soza, Princess Wade, and Audrey Wilson for the month of June.

III. Approval of Previous Meeting's Minutes:

The minutes of the previous meeting on June 17, 2013, were presented for approval with one change to the Treasurer's Report updated to \$1,574.90 from \$1,574.09. Kent Corder made a motion to accept the minutes and Luann McCorkle seconded the motion. Motion passed unanimously.

IV. Guests:

Kurtis Neal, Director of Human Resources

Kurtis and Luann McCorkle reminded the group about Open Enrollment (July 22, 2013-August 4, 2013). There will also be a benefits fair at the Texas Department of Transportation Office on Thursday, Aug. 1, 2013. ERS will be doing a presentation at 10:30 a.m.

A suggestion was made through the Staff Senate website that a bulletin board be created for faculty and staff to post personal items, such as properties for rent. This is not allowable since it may result in personal gain for state employees utilizing state resources. Therefore, the suggestion will not move forward.

V. Treasurer's Report:

\$-73.08 – Staff Senate Account

\$1,574.90 – Staff Excellence Award Account

\$0 – President’s Award Account

Kent Corder noted that he would need to transfer funds to cover the shortage and the August Staff Social. Kelsey Samsel will be looking at prices for Staff Senate Shirts to wear at University functions that show staff senate support as well as the possibility of lapel pins for everyday use. Other ideas for supporting Rambunctious and Welcoming Events were discussed.

VI. Committee Reports:

The Committee signup sheet was passed back around as there were still openings.

Employee Recognition

Should part-time employees be recognized during service awards?

Kurtis thought the President’s Office may need to be included in this discussion as they are responsible for the awards. The question also arose as to whether or not this would be retroactive. This was assigned to the Staff Recognition committee and several additional senators who volunteered; Kent Corder and Maggie Blair, and Luann McCorkle. Texas Tech has a policy that we may be able to utilize as a model.

Discussion concerning improved attendance at Athletic events

An idea sheet will be added to the R: Drive and Kent Corder has sent the first draft to Sean Johnson. The social committee will be reviewing the ideas and possibly looking into having one of the staff socials at an athletic event or partnering with Athletics for the ice cream social.

Dusek thanked everyone for a successful hot dog social.

VII. Unfinished Business:

No unfinished business.

VIII. New Business:

Dusek reminded everyone that Employee Excellence Awards are in February and nominations are accepted year round.

Judicial Hearing Process

Audrey Wilson from Student Services presented a new centralized Judicial Hearing Process for student discipline cases and requested the assistance of the Staff Senate to issue the invitation to all staff when the application form is ready.

Each student will have a prehearing during which they will be presented with the allegations and code violations. The student will then be given the opportunity to choose how they would like the hearing to proceed: with an individual hearing officer, or committee (5-7 individuals)

The committee will consist of a pool of individuals (10 faculty, 10 staff, and 10 students). Having so many on the committee will ensure that adequate individuals are available for hearing at all times and the process is not delayed. Wilson is working on a letter with an application (for staff to apply) to give reasons they want to be on the committee. Staff Senate will review the applications and forward 10 applications plus two alternates to represent the staff.

Joe'l Sefcik moved to have the University Judicial Committee recommendations added to the Nomination Committee. Kent Corder seconded the motion. Motion passed unanimously.

*Bylaw committee will need to make slight change to the Bylaws.

Rambunctious Weekend Luncheon

Student Life has requested staff assistance with the Rambunctious Weekend luncheon for incoming freshman students, Friday, Aug. 23. Senate members liked the idea for staff members that are not already working other Rambunctious weekend functions. Everyone liked Becky Brackin's signup sheet on SignUp Genius and would like her to do it again for this event.

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

Kristi Wolff mentioned the Common Read: "Into the Beautiful North" and thought it would be a good idea to have a staff social with this theme for staff to meet. She will visit with Dr. Wallace about sponsoring an event.

X. Adjournment

Adra Enos moved to adjourn, Stephen Schkade seconded and the meeting was adjourned at 4:08 p.m. The next regularly scheduled meeting is Monday, August 19, 2013.

Approved:

Becky Brackin, Secretary

Date