

**Angelo State University
Staff Senate Meeting Minutes
University Center, Nasworthy Suite
October 19, 2015, 3 p.m.**

I. Call to Order and Establishment of Quorum

The meeting was called to order at 3:01 p.m. by Kent Corder, 2015-2016 Chairperson.

Senators Present: Jeremy Brake, Leonor Constancio, Kent Corder, Paula Dowler, Marshall Peter, Bradley Petty, Elicia Rankin

Alternates Present: N/A

Visitors signed in: Maggie Blair

II. RamStar Awards: N/A

III. Approval of Previous Meeting's Minutes:

Unable to approve 9/21/15 due to lack of quorum. 9/21/15 minutes will be carried forward to the November 16, 2015, meeting for approval.

IV. Guests:

- a. Maggie Blair, Director of Marketing and Guest Experience, Chartwells Dining Services. Ms. Blair talked with the senate group about upcoming focus groups - "Onsite Insights." On November 5th, they will be meeting with faculty staff and students. The sessions will be about 45 minutes each. They want to know how we feel about catering experiences, customer service, food options, how things look, what you would like to see in the future, and how they can improve. They have Chartwells corporate team coming down to conduct the interviews. They will be anonymous so you can speak freely. They will prepare a nonbiased review, and Chartwells will put together an action plan within 30 days of receiving the review. They will let the campus community know what they are planning to change to improve. Chartwells Dining Service is planning to conduct these focus groups yearly.
- b. Dr. Susan Keith, Dean, College of Graduate Studies. Dr. Keith thanked the ASU staff for the good job that they do and their support. Every office she goes into, she finds that the staff are extremely helpful and always put her in touch with the right people. Dr. Keith presented the staff with gifts of appreciation (drink tumblers filled with ASU Graduate School Koozie, clip, pen, post-its, and mini hand sanitizer). She also wanted to do a little advertising on behalf of the Graduate School. Dr. Keith also recognized that the Graduate School success is definitely a team effort and campus effort as her staff and many offices across campus play a part in the success.

V. Treasurer's Report:

Kevin Owens was not in attendance to present the Treasurer's report of October 19, 2015.

VI. Committee Reports:

a. Staff Relations

Staff Relations Committee is handing out the lyrics to “Military Medley” to fans at the October 31, 2015, football game which is Military Appreciation Day. The November event is volunteering at the “HEB Feast of Sharing”. The December event will be volunteering at the Concho River Christmas Lights.

b. Other committee reports – None reported

VII. Unfinished Business –

- a. New Employee Orientation – First draft of videos is complete. Kent reviewed them and felt they looked pretty good. Kent is going to talk with eLearning and have them placed in Blackboard. He will also talk with the Department of Communications about how the videos will be updated as things change.
- b. State Employee Charitable Contribution (SECC) program. Because forms are being turned into Human Resources, and the most recent update are being given by Becky Sparks.

VIII. New Business:

Rueben Sandoval will be leaving so we will need to pull up a new representative for the Service/Maintenance Skilled Craft group.

IX. Miscellaneous (comments, announcements, and roundtable times)

Leonor Constancio reminded staff about the upcoming “Los Muertos” Day of the Dead event coming up on Thursday, October 29, 2015, from 6 pm to 9 pm at the San Angelo Museum of Fine Art. There will be a parade, mariachis, ballet, and lots of food. It will be a fun time for everyone. There will be a Community Altar when community members can leave a photo as a remembrance of loved ones who have passed.

The group discussed the success of the first annual Ram Remembrance. The room was filled, and the ceremony was very touching. They learned things from the first one that will help them to improve next year’s event.

X. Adjournment

The meeting was dismissed at 3:27 p.m.

Approved:

Marshall Peter, Secretary

_____ Date