I. Call to Order and Establishment of Quorum

- Sam Spooner, Staff Senate Chair, called the meeting to order. A quorum was met with 13 Senators present.
  - Senators Present: Sam Spooner, Kim Adams, Courtney Wilson, Zachary Deere, Christina van Ittersum, Sandra Fuentes, Melissa King, Yvette Nunez, Cody Allison
  - Alternates Present: Vianey Sanchez, Danielle Plecenik, Jordan Swiderski, Sierra Ruiz
  - Guests Present: Hannah Bignall, Patrice Riels, Kurtis Neal, Alma Valadez, Mandy Osborne, Antonio Gallegos, David Morales, Mechelle Grooms-Reed, Haley Neufeld, Paul Swets

II. Approval of Previous Meeting’s Minutes

- Minutes from September 18, 2023 approved by- 1st Kim Adams, 2nd by David Morales

III. Ram Star Award Presentations

- Antonio Gallegos
- Ben Borom
- Ben Martin
- Brian Porter
- Callie Harrell
- Chad Harris
- Cody Guins
- Courtney Wilson
- Danielle Spencer
- Heather McDonald
- Judy Berry
- Mandy Osborne
- J. Mechelle Grooms-Reed
- M’Kenna Gillespie

IV. Treasurer’s Report

- Debra Blair noted accounts remain static
  - Staff Senate account currently $1200.00
  - Staff Excellence Award account currently $5452.00

V. Committee Reports

- Committee Sign-Up Reminder – File found under Microsoft Teams – Informed everyone of the location of where to sign up.
VI. Unfinished Business

- Staff Senate website updated with revised by-laws and the latest roster
- 2023-2024 information posted in Microsoft Teams
- OP 52.12 sent to HR for updating the online version
  - Decisions being made for award compensation
- Employee Tuition Exemption Program update
  - ASU Quarterly Budget Meeting on 1 Feb 2024 will review recommendations

VII. New Business

- Concho Christmas Lights on Dec 8, 2023
- Staff senate voted to continue to volunteer to collect donations and hand out candy canes at the entrance this year
- Alma Valdez motioned to move forward with sign-up, seconded by Kimberly Adams, all others voted in favor
- The sign-up roster will be sent out via email by Sandra Fuentes

VIII. Miscellaneous

IX. Adjournment

- Alma Valdez motioned for Adjournment, Vianey Sanchez seconded, and all voted in favor; the meeting concluded at 3:28 PM.

X. Meeting Recording