

STAFF SENATE

September 6, 2019

Meeting Minutes

CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Friday, September 6, 2019, at 9:00 a.m. in Conference Room 137 in the Ozark Health Science and Wellness Building.

ROLL CALL

Senators Present:

Mike Bogue

Peter Clifton

Alina House

Jennifer Thomas

Erin Brickley

Julie Schmalz

Senators Absent: None

Visitors: None

MINUTES: The minutes from the August 9, 2019, Senate meeting were distributed. A motion to approve the minutes was made by Senator Schmalz, seconded by Senator Thomas, and all approved, motion carried.

NEW BUSINESS

- **Report from President's Communication Committee:** Meeting was held in August but Senator Bogue was unable to attend therefore no report is available.
- **Report from Russellville Staff Senate Meeting:** September 4, 2019

Old Business:

- **Committee Updates-** The following updates were given on current committees:
 - Insurance- Still in negotiations with BCBS.
 - Marijuana-No update.
- **Staff Handbook:** EC approved the handbook with minor changes. Thomas hopes to present the handbooks once all groups have agreed at the October BOT meeting.
- **Russellville Senate Elections-** Now 14 open spots. Nominations will be held September 2-13, 2019. Senate elections Sept. 30-Oct 4. New term will begin in November.
- **Senate Standing Committee-** President Reeves would like a committee to be created within the senate that handles the election process and not just the Vice President. Tabled until November when new members arrive.
- **Constitutional Amendment Revision-** A handout was given updating the purpose and functions of the Russellville Senate. The senate approved and the revision will go to EC for approval.

- **Gravel Walkway:** The gravel walkway has now been paved. Thank you cards will be sent to Ms. Hinkle and Dr. Bowen.
- **Crosswalk between RCB and Rothwell-** The crosswalk will stay at this time. Many changes will be happening to the flow of vehicle and pedestrian traffic soon because of the building of a new student rec center. No changes will be made at this time.
- **Free Speech Policy-** Mr. Pennington gave the final draft of the Freedom of Expression policy out to senators. The policy had only minor changes from EC and was approved by the Russellville Senate at the meeting.
- **Pending Communication Items-** The following items are still pending and no new updates were given:
 - Mr. Pennington- Official Function

New Business

- **Volunteers needed for committees:**
 - IT prioritization and Impact Committee
 - Green and Gold Cupboard Board Member
 - Well-Being Committee
- **Energy Policy:** The Senate will review and share the energy policy with others and bring back any comments or questions at the next staff senate meeting.
- **ATU Involvement:** Ms. Hinkle would like to see the Russellville Senate become a visible unit and be involved in more ATU activities such as those listed below:
 - Recycling Initiative- Tammy Rye spoke to the Senate about the Staff Senate adopting a building, or even individuals adopting a building. The duties would include checking the recycle bins a couple times a week, emptying the bag if needed into recycle dumpsters, and then replacing the bag.
 - March to Main: September 12 @ 6:00 PM- Staff Senate could walk as a group.
 - Wearing Tech T-Shirts on Fridays.

Open Forum: The senate floor was open to any new discussions:

- A Staff member would like the option of cashing out vacation leave. Some employees (coaching staff, athletic staff, maintenance staff, etc) earn a ton of comp time and must use the comp time before vacation hours therefore causing them to have an abundance of vacation hours. The employee is not able to take use vacation hours during the year due to their job duties therefore must give up vacation hours every December 31st. Is there a way employees could cash in their time?
 - President Reeves said she would check with HR on this issue.
- An HR representative reminded employees to please let HR know if you have any extra labor, student workers, or part time employees who have quit. A form must be filled out with their last day of work. This helps HR with employment verification calls.

Next Meeting:

October 2, 2019, 10:00 -12:00 in Doc Bryan 180.

Ozark Campus Meeting:

NEW BUSINESS

- **Birthday Cards:** Cards were presented for October Staff Birthdays to be signed and delivered.
- **Employee Spotlight:** Stacie Harden was drawn as the October Employee Spotlight.
- **Energy Policy-**Ozark Campus is going to discuss departmentally; policy has been tabled for the moment.
- Mr. Sikes will most likely be attending October 4, 2019, Staff Senate Meeting

OLD BUSINESS

- **New Policy/Committees Update:** Staff Handbook is being voted on via email no later than September 13, 2019.
- **Staff Professional Development:** No update.
- **Staff Potlucks:** The next Staff Senate Potluck is scheduled for September 27th @ 8:00 a.m.

ANNOUNCEMENTS: None

The Staff Senate monthly meeting is scheduled for October 4, 2019 @ 9:00 AM in HSW 137.

ADJOURNMENT

Senator Brickley motioned, Senator Thomas seconded, and all approve and motion carried to adjourn at 9:30 AM.

Respectfully submitted,
Alina House, Secretary