

# STAFF SENATE

Friday, June 1, 2018

*Meeting Minutes*

## CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Friday, June 1, 2018 at 9:05 a.m. in the Student Services Conference Room 106 at ATU Ozark Campus.

## ROLL CALL

### Senators Present:

Jennifer Thomas  
Mike Bogue

David Spicer  
Peter Clifton

### Ex-Officio Absent:

Beverly Nehus

### Senators Absent:

Stacie Harden  
Julie Schmalz

**MINUTES:** The minutes from the May 2018 meeting were disbursed. A motion to approve the minutes was made by President Spicer and seconded by Senator Bogue, and all approved, motion carried.

## NEW BUSINESS

- **Report from President's Communication Committee:** President Spicer was not able to attend the meeting therefore no update was given.
- **Report from Russellville Staff Senate:** The Russellville Staff Senate meeting had not occurred therefore no update was given.
- **Staff Senate Website Comment:** An anonymous complaint was received via the Staff Senate Website. The complaint was to address the issue with staff members not purchasing hang tags. President Spicer reminded the Senate that all employees are required to purchase a hangtag. The complaint was forwarded on to Public Safety who will contact staff members and handle the situation appropriately.
- **Bike Rack Update:** The Ozark Welding Department has agreed to build a bike rack. The bike rack would cost approximately \$100.00. There were no dimensions or designs given at the time. President Spicer will follow up to get more details.
- **Adjusted Work Schedule:** All employees are encouraged to work with their appropriate supervisors if any adjustments are needed to their work schedules for any reason.
- **Food Fight SGA Pantry:** SGA would like to host a competition with staff members to stock the Tech it Out pantry. Teams would consist of a maximum of four members. A point system would be kept by President Spicer. Different types of foods would count for

different point values. SGA has agreed to give prizes to the winners. President Spicer will send out an e-mail to Staff members encouraging their participation.

- **Staff Senate Elections:** President Spicer will send out the nomination email to Staff and the below timeline will be used if possible.
  - June 1-7, 2018- Nominations will be accepted
  - June 8<sup>th</sup>, 2018- Contact Nominees chosen to confirm their acceptance of the senate position.
  - June 11<sup>th</sup>-15<sup>th</sup>, 2018-Send out nominations for voting.
  - June-18-20<sup>th</sup>, 2018- Tally Results and contact new senators.
  - July 6<sup>th</sup>, 2018- First Meeting with new senators.
  
- **Birthday Cards:** Cards were presented for July Staff Birthdays to be signed and delivered.
  
- **Employee of the Month:** Kristie Moore was drawn as the July Employee of the Month.

#### **OLD BUSINESS**

- **Staff Professional Development:** Dr. Bean offered communication training to Russellville Staff Senate professional development pilot program. The training should become available to all Staff soon.
  
- **Staff Potlucks:** The next Staff Senate Potluck is scheduled for June 29<sup>th</sup> at 8:00 a.m.
  
- **Staff Senate Service Excellence Sign:** The sign proof has been approved, and the sign is being ordered. The sign should arrive very soon.

#### **GOOD AND WELFARE**

The Staff Senate monthly meeting is presently scheduled for July 6, 2018 at 9:00 AM.

#### **ADJOURNMENT**

Senator Thomas motioned, Senator Bogue seconded, and all approve and motion carried to adjourn at 9:55 a.m.

Respectfully submitted,  
Jennifer Thomas, Secretary