Staff Senate Minutes

August 12, 2020

**CALL TO ORDER**

Vice President Brandi Duvall called the Arkansas Tech University Staff Senate meeting to order on Wednesday, August 12, 2020 at 10:00 am in Webex virtual online meeting.

**ROLL CALL Senators Present:**

Michelle Bishop Rachel Broussard Judy Crouch Brandi Duvall Kaitlin Ennis Andrea Eubanks Susan Johnson Teresa Lutz

 Amber Meeks Alan Parsons Lydia Rogers Karissa Webb

 Alisha Williams

**Senators Absent:**

Kelli Bates Angie Bell Shelley Handley Belinda Martin

Chris Pearson Brittany Reves

**Visitor(s):**

 Jennifer Thomas (Ozark) Jon Clements (Faculty Senate)

**Approval of Previous Minutes**

The minutes from the July 2020 meeting were distributed electronically prior to the meeting. Senator Crouch filed a motion to accept the minutes and record the meeting virtually. Senator Lutz seconded the motion. The minutes were approved by Senate vote.

**Special Report**

Vice President Duvall noted Dr. Linda Birkner would not be in attendance for today’s meeting. A formal request to meet with President Robin Bowen to discuss Dr. Gunter being appointment our Staff Senate liaison has been scheduled. More details to follow.

**Committee Reports**

* **President’s Communication –** No report
* **Budget Advisory –** No report
* **Scholarship –** No report
* **University Strategic Planning –** No report
* **Insurance Committee –** Visitor Jon Clements noted there will be a meeting today.
* **IT Prioritization and Impact** – No report
* **University Communication Working Group –** No report
* **Campus Space and Utilization –** No report – Vice President Duvall requests a Senate member volunteer to serve on this committee. Senator Broussard volunteered for the position with no opposition.
* **Green and Gold Cupboard –** No report
* **Staff Awards –** No report

**Old Business**

*Special Election*

Vice President Duvall noted the at-large position was approved at the July meeting. That information will get pushed out in the following weeks to fill the Admin & Finance Senator position.

*Staff Senate Survey*

Vice President Duvall notes to keep the minutes to show relevance of work. She will be getting in contact with Charity Smith about the prior work of this committee.

**New Business**

*Daily Health Screening*

Vice President Duvall inquire about any issues or questions, none were asked. Please continue self-checking and filling out the form on OneTech when you come to campus.

**Open Forum**

**Announcements**

Senator Parsons mentioned getting your new parking pass on OneTech for this fall semester.

Senator Bishop noted if anyone is hiring new student staff, they are only allowed two people in office at a time. All visitors/staff/faculty need to schedule a meeting for more efficiency.

Vice President Duvall will be getting in contact with Senators that have not been present. Call in if you can, send any updates. If you reach the 4 absence mark, you can be removed from Staff Senate.

**Meeting Adjourned**

Senator Eubanks filed a motion to adjourn the meeting. Senator Williams seconded the motion. The Senate voted to adjourn the meeting at 10:18 am.

**Next Meeting**

September 2, 2020 @ 10:00 am in Webex virtual online meeting.

Respectfully submitted,

Karissa Webb, Secretary