



STAFF SENATE

Wednesday, May 6, 2015
Meeting Minutes

CALL TO ORDER

The Tech Staff Senate was called to order by President Collins on Wednesday, May 6, 2015 at 10:00 a.m. in Room 202 of Baswell Techionery.

ROLL CALL

Senators Present:

Sandra Anderson
Regina Burris
Brandi Collins
Pam Cooper
Shawna Davis
Rhonda Fleming
Brittany Flippo
Luke Heffley
James Higgs
Debra Howard

Danny Jones
Margie Link
Jeff Mumert
Kim Newman
Jeff Nichols
David Page
Julia Pope
Lindsey Riedmueller
Roger Trusty
Bettye Williamson

Senators Absent:

Ryan Taylor

Visitors:

Tim Small

The minutes from the previous meeting were distributed electronically and approved as written on May 6, 2015.

GENERAL ANNOUNCEMENTS

Luke Heffley was introduced to the Staff Senate. Mr. Heffley is replacing Courtney Mullen who has resigned from Tech.

Staff Salaries Update: Dr. Bowen will host a meeting for all staff on Friday, May 22nd in the Doc Bryan Student Services Center Lecture Hall. Two sessions of the meeting will be held as follows:

Classified Staff: 9:00 – 9:45 a.m.

Non-Classified: 10:00 – 10:45 a.m.

It is only necessary for staff members to attend the session that relates to their classification. All staff members are strongly encouraged to attend.

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General Announcements – (continued)

The Bookstore will host an Open House, today, May 6th. From 2-4 p.m. there will be extra clearance for employees.

OLD BUSINESS

President Collins went over the original 32 items submitted.

The following items are in progress, being looked at:

- Inclement Weather Policy – policy is clear, just not being followed
- Flu Shots, pay at Tech versus free at other clinics
- Employees to take leave without pay constantly
- Compensation for Extra Hours/Excessive overtime/Weekend hours worked
- Employee Evaluations, make useful or discontinue
- Allow for promotion from within for job openings
- Department Team Building Functions
- Employee recognition – Suggested to SGA to add “Staff Member of the Year” in addition to “Faculty of the Year” recognition. Dr. Bowen will be offering a “Gift Selection” to employees after they work 20 years at Tech. Publication for Outstanding Staff, similar to Faculty Accomplishments – Ms. Collins will meet with Dr. Bowen about this next week.
- Tech Apparel for Staff
- Recycle opportunities on campus
- Employee Health and Fitness Plan
- Child Care on campus for staff, faculty and students – a survey will be sent out in the fall to see who will actually use the daycare, would people be willing to change daycares, costs, ages, daycare only versus also a pre-school
- Dumpster between Rothwell and Doc Bryan – another suggestion was to let students paint the dumpster. Staff Senate voted 18 (move it) to 2 (paint it) to request that it be moved from the front Rothwell red parking to the back Doc Bryan yellow parking (same parking lot, different spot, out of site from the front entrance to campus). Senators will be discussing the placement of the dumpster with institutional services employees who will be affected by the move, prior to Staff Senate suggesting the move.

The following items have already been addressed:

- Meal Plan for employees
- East parking lot exit to the right of Facilities Management repaired
- Cost of Living Raises/Adjustments (meeting May 22, 2015)
- No free hang tags for employees – funds used to repair parking lots
- Dr. Pepper is not allowed by Pepsi in vending machines

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Old Business - (continued)

- No offices are closed during lunch hours on campus
- No plans within the next 15 years for a parking deck (expense, liability)

NEW BUSINESS

- Vending Machine Issue in Doc Bryan – the Pepsi machine was removed from Doc Bryan. We were told it was because drinks in it were expiring, therefore, not enough usage. The drinks expiring are those that are not as popular, and the spots for the popular drinks are empty. They will bring the machine back for the summer and check its usage. Other buildings were experiencing the same issues of the popular drinks being empty for weeks at a time. Ms. Collins will talk to Fred Clayton about this. If you can let her know what drinks are most popular and in which buildings, then she can let Mr. Clayton know so those machines can have the drinks needed and the others taken out. This may decrease the chance of the vending machine being removed from the other buildings, as well.
- Conserving Resources and Supplies – if you have items and/or supplies that are no longer needed by your office, you can list them on campus announcements to see if other offices could possibly use them. This will save Tech money.
- Proof of Insurance/Driver’s License to purchase a Hang Tag – this was suggested after someone had their vehicle hit on campus. A committee was formed to check with other universities, headed up by Margie Link, with Jeff Mumert and Luke Heffley.
- Tuition Reimbursement when employees take classes at other universities – this was already discussed with Administration and the answer is no, now that we have started offering doctoral degrees. We are only offering one right now, but more may be added in the future.
- Policy changes – make sure all policy changes, which need to be known by everyone on campus, are put on Campus Announcements on One Tech to keep everyone informed.
- Vaping versus Smoking tobacco on campus – what’s the difference? Students are “vaping” on campus and in the classrooms. Ms. Collins will talk to Chief McMillan, Thomas Pennington and Susie Nicholson about this issue.
- Electronic Signatures – will help prevent so much paper usage. Ms. Collins will set up a meeting with computer services.
- Time Sheets online versus paper time sheets – student workers are already using online time sheets. Not sure if or when it might be available for employees.

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GOOD AND WELFARE

Our next regular meeting will be Wednesday, June 3, 2015 at 10:00 a.m. in Baswell Techionery, Room 202.

ADJOURNMENT

The meeting was adjourned at 10:58 a.m. by President Collins.

Respectfully submitted,

Rhonda Fleming, Secretary

