

**STAFF SENATE**  
**Wednesday, December 3, 2014**  
**Meeting Minutes**

**CALL TO ORDER**

The Tech Staff Senate was called to order by President Collins on Wednesday, December 3, 2014 at 10:00 a.m. in Room 202 of Baswell Technionery.

**ROLL CALL**

**Senators Present:**

Sandra Anderson	Courtney Mullen
Regina Burris	Jeff Mumert
Brandi Collins	Kim Newman
Pam Cooper	Jeff Nichols
Shawna Davis	David Page
Debra Howard	Julia Pope
Rhonda Fleming	Lindsey Riedmueller
James Higgs	Ryan Taylor
Danny Jones	Roger Trusty
Margie Link	Bettye Williamson

**Senators Absent:**

Brittany Flippo

The minutes from the previous meeting were distributed electronically and approved as written on December 3, 2014.

**GENERAL ANNOUNCEMENT**

Brandi Collins has moved her office to Room 202 in Doc Bryan.

**OLD BUSINESS**

A typographical error during voting resulted in two senators being elected for Technology Services, instead of one. The senator with a one-year term in that area will not be replaced at the end of the term, which will leave staff senate with 20 senators.

## **STAFF SENATE**

### **OLD BUSINESS (continued)**

A poll was taken across campus to decide the top agenda items we plan to look into first from the 32 items submitted. Three items of concern are currently being considered: Meal plans for employees are in the works and will go into effect by July 1, 2015; cost of living raises/adjustments are currently under review by Dr. Bowen; the backup generators for the data center are in the works.

The top 12 items are:

- staggering office lunch hours so that no offices are closed during lunch hours;
- child care on campus for staff;
- inclement weather policy as it applies to staff who do not work typical 8-5 shifts;
- allow for promotion from within for job openings;
- employee evaluations – make useful or discontinue;
- Tech apparel for staff;
- free hang tags for staff;
- free Tech Fit for staff;
- compensation for extra hours worked;
- free Flu shots for staff;
- employee recognition;
- recycle opportunities on campus.

A committee was formed to look into child care on campus for employees. Shawna Davis will head the committee along with Lindsey Riedmueller, Bettye Williamson and Kim Newman.

A motion was made and seconded for Brandi Collins to compose a letter to Dr. Bowen recommending all offices be open during lunch hours, therefore staggering lunches in offices that normally close for lunch;

### **NEW BUSINESS**

Kim Newman: Fall and Spring Breaks. Faculty and Students have a full week of Spring Break each year in March. It has recently been approved to give Faculty and Students a Fall Break as well. The first Fall Break is set for Thursday and Friday, October 15 and 16, 2015. These breaks are provided to relieve stress on Faculty and Students. Senators will be requesting the views of staff across campus about these breaks and whether the breaks should include staff in some way.

## **STAFF SENATE**

Sandra Anderson: Besides making lists of things we want changed, Sandra mentioned we should also make a list of things we'd like to keep and not see changed. Also, we should thank Dr. Bowen for the early announcement of closing campus early for employees the day before Thanksgiving.

### **GOOD AND WELFARE**

Our next meeting will be Wednesday, January 7, 2015 at 10:00 a.m. in Baswell Techionery, Room 202.

### **ADJOURNMENT**

The meeting was adjourned at 11:05 a.m. by President Collins.

Respectfully submitted,

Rhonda Fleming, Secretary

