

**Staff Senate Meeting**  
**October 8, 2015 @ 10 a.m.**  
**Waters Hall Conference Room**

**Members Present:** Steve Clark, Mark Gale, Felicia Mucci, Chris Moss, Billy McClain, Damon Lares, Kim Braden, & Katie Holley. **Members Absent:** Tina Hicks, Shaun Lockett, Molly Pepper.

Steve Clark called the meeting to order. He asked everyone to introduce themselves and tell a little about his/her position at Athens State University. Steve mentioned that the committee would rely on Damon because he has been the presiding officer of the Staff Senate for the past few years and he was the only senator from last year's committee. Steve commented on what a good job the Staff Senate has done for the past few years and stated that the committee has big shoes to fill.

Steve mentioned that the meeting was scheduled to look at the charges of the committee and set goals for the year. The group discussed whether the goals of the Vision 20/20 Committee were currently being used on campus. Steve will find out what the status is on the Vision 20/20 Committee and let the committee know at the next meeting. He handed out a copy of the minutes from his first Administrative Council meeting.

**New Business Discussed:**

1. Moral-Moral on campus seems to be improving and one goal of the committee is to help keep moral on an upward spiral. One way to help keep moral positive on campus is to make sure everyone has the tools needed to do his/her job.
  - a. Steve asked the members on the committee from the physical plant if they had the necessary tools needed to perform their jobs. It was discussed that the only tools that the maintenance department has issues with are the vehicles. Some are 16 years old or more. Steve will ask Paula for a record of the maintenance invoices to see how money is spent keeping the vehicles operating properly and what the process/timeline is for replacing the vehicles.
  - b. Katie mentioned that Student Services has been replacing old computers. She stated that Financial Aid got 4 new computers and this has helped them tremendously.
  - c. The group discussed the new graduate program and how Athens State is starting from the ground up and there will be growing pains

with the process. The group discussed the importance of keeping everyone on campus aware of the planning and implementation involved in the process.

- d. Steve asked Damon to report on the findings of the Moral Committee. Damon stated that there were 3 common traits that the committee members kept hearing were missing on campus: communication, trust, and respect.
  - e. The group decided to have at least 4 events during the year to help raise moral on campus. Events such as the “Throw Back Thursday” and lunch for new staff members would be considered and discussed at the next meeting.
2. Suggestions for Motivational Speakers- The group decided that they needed to have at least 2 motivational speakers each year. Everyone will bring suggestions and ideas for the 2 speakers to the next meeting.
  3. Suggestions for Staff Projects-Damon mentioned that SACS recommended that Athens State have more community involvement. The staff projects are usually community related. The group decided to focus on 5 service projects:
    - a. Carnations on Valentine’s Day-The money goes to the Limestone County Churches Involved (LCCI)- Faculty and staff enjoy this fundraiser/project. The group would like to continue it. Steve will look into the possibility of selling carnations and roses for Valentines Day.
    - b. Christmas project-The staff can sponsor children thru DHR or sponsor local nursing home patients. The group would like to continue this project and will discuss which group to sponsor.
    - c. October is Breast Cancer Awareness Month-The staff usually collects money and gives the proceeds to the Sherry Adams Ribbon Run group because Sherry was related to 2 staff members at Athens State (Dwight Lovell & Vicky Johnson). If the group decides to do this project, they will have to act quickly to get it organized.
    - d. Habitat for Humanity-The Staff Senate sponsored a work day a few years ago and might want to consider it again.
    - e. Meals on Wheels-The Staff Senate might want to consider this project. The group would only need 2 volunteers a week and could deliver meals to the elderly, shut-ins in Athens.
  4. The group discussed the amount of announcements regarding campus events that are sent to faculty and staff via email. It was mentioned that all announcements should be sent to one central location and sent out 1 time

each week. Steve will look into the current process and whether or not this is an option. He will report his findings at the next meeting.

5. The group discussed how often they should meet and what day/time is most convenient. It was decided that the group needs to meet soon to discuss upcoming events. The group will decide what day/time to meet each month at the next meeting. Steve will send an email and let everyone know when the next meeting will be.
6. Damon suggested that the Staff Senate get together soon for a group picture for the web page.

Meeting Adjourned at 11:00 AM.

Minutes respectfully submitted by Felicia Mucci.