

Staff Senate Meeting
October 11, 2019 8:30AM
Waters Hall Conference Room

Present: ~~Kimberly Braden~~, Bethany Campbell (Presiding Officer), Joy Clark, Pamela Clark, Barbara Ferguson, Kayla Kohanek-Tankersley, Regina Kyle, Chris Latham, Morgan Meadows, Chris Moss (Senator-at-Large), Felicia Mucci, Debbie Wilson; (Jerrie Smith)

Absent: Kimberly Braden (Proxy present)

Bethany Campbell called the meeting to order. Minutes from the September meeting were accepted and approved with no changes.

New Business:

1. Updates on Current Projects – The following ongoing projects were discussed:
 - a. Pink Friday T-shirt sales. Discussion:
 - i. Shirts have been ordered; 59 shirts were sold; cost ranged from \$5.95 (S-XL) and \$10 (XXL)
 - ii. Shirts will arrive by Oct. 21
 - iii. Pick Up for shirts is at Chasteen Hall (Kayla will coordinate)
 - b. Pink Pumpkin Decorating Contest. Discussion:
 - i. Advertisement went out
 - ii. Pumpkins have been donated; can be purchased, \$10, at the Business Office (Joy will collect \$\$)
 - iii. October 29th – Transfer Day; pumpkins should be decorated and displayed
 - c. Customer Service Training. Discussion:
 - i. Date confirmed for **Nov. 4**
 - ii. Registration link has been sent out to all Staff; 3 sessions are available
 - d. Process for Job Postings
 - i. Ongoing discussion with HR Dept. to provide Prof. Dev. session to discuss the process for Job Postings; possible Spring date (coordinated by Pamela Clark)
 - ii. In light of recent Staff Policy Library changes, the Senate committee would like more information on how/when policies are reviewed and voted on for change; Bethany and/or Chris will speak with Jackie Gooch to get clarification and bring back details to the Senate committee
2. Upcoming Projects
 - a. Staff Satisfaction/Suggestion Survey
 - i. Discussion is ongoing about having a Staff Satisfaction/Suggestion Survey as a possible tool for staff to provide input and feedback.
 - b. Christmas Project
 - i. Debbie Wilson provided information regarding the Athens Limestone Family Resource Center's (ALFRC) Teen Christmas Program
 - ii. Senate committee agreed to collect \$\$ for gift cards
 1. Senate members will then purchase fast food restaurants, movie tickets, etc.
 2. Donations are due to the FRC by **December 4th**
 - c. Diversity and Inclusion on campus
 - i. Pamela Clark provided a Fact Sheet showing a breakdown of ASU employees; indicators included "employee status", "race/ethnicity", "employee classification"
3. Departmental Concerns / Goals – goals for Spring semester:
 - a. Professional Development topics for consideration
 - i. Active shooter training

- ii. Diversity & inclusion - Richard Collie, certified in Diversity & Inclusion)
 - iii. Staff Promotion Process – Mike McCoy
- b. Concerns
 - i. Clarification is needed to address the specifics of the \$1000 Christmas bonus

Announcements from Senate Members:

- No New Announcements

Presiding Officer, Bethany Campbell, made closing remarks.

Meeting was adjourned at 9:30 AM.

Minutes respectfully submitted by Debbie Wilson.

Debbie Wilson