



# STAFF SENATE MINUTES

MINUTES

OCTOBER 9, 2012 1:30 PM

UNIVERSITY LIBRARY, ROOM 622

<b>ATTENDEES</b>	Kristal Anzalone, Robin Barton, Tresea Buckhaults, Kelli Cole, Kristi Davis, Michael Davis, Larry Estess, Jeff Hendrix, Chris Ringo, Cori Smit, Lindsey Wilkerson
<b>ABSENT (EXCUSED)</b>	Camille Currier, Tasha Fisher, Amanda May

Agenda topics

<b>CALL TO ORDER</b>	A regular meeting of the Staff Senate was held on October 9, 2012 in the University Library Room 622 and called to order at 1:33 pm by Lindsey Wilkerson, President. A quorum was present.
<b>MINUTES</b>	Minutes of the previous meeting held September 11, 2012 were reviewed by the committee. A change was proposed by Cori Smit. Amendments were noted. Chris Ringo moved to approve the minutes as amended; Krystal Anzalone seconded. Motion passed.

<b>DISCUSSIONS</b>	<p><b>President's Report:</b> Nothing to report at this time.</p> <p><b>Committee Reports</b></p> <p><b>Communication:</b> Jeff Hendrix announced that the committee had not met since the last staff senate meeting on September 11, 2012. Jeff also announced that the committee did have plans to meet before the next scheduled staff senate meeting on November 13<sup>th</sup> to discuss a customer service initiative for staff. Jeff has reached out to Human Resources for assistance with this matter. The senate also had a discussion on the charges for the communication and staff welfare committees. It was decided that these two committees would come together to work on the staff handbook. A meeting was scheduled for October 10, 2012 at 8:30 in the Residential Life conference room.</p> <p><b>Constitution and By-Laws:</b> Chris Ringo announced that the committee had not met since the last staff senate meeting, but the committee will be working on addressing the representation structure for the staff senate. Kristi Davis is working with Katrina Branson in the Human Resources office to obtain a list of employees listed by their divisions. The committee is also discussing the idea that was brought</p>

up at the staff senate meeting that took place on September 11, 2012 to allow a newly elected member of the staff senate to serve as secretary.

**Elections:** Cori Smit announced that the elections committee had not met since the last staff senate meeting. She informed the staff senate that the committee usually gets everything in order around December. She also announced that elections would take place around April 16<sup>th</sup> or 17<sup>th</sup> depending on when student elections will be scheduled in order to prevent any conflict.

**Staff Welfare:** Robin Barton and Michael Davis discussed the charges of their respective committees and decided to schedule a meeting for October 10, 2012 at 8:30 in the Residential Life conference room for both the staff welfare committee and the communication committee.

**Unfinished Business:** Michael Davis asked Lindsey Wilkerson if Amanda May would carry a full term membership or would that issue need to be voted on. Lindsey said that Amanda was voted in and then referred to *Robert's Rules of Order* and said she would complete this term and if she would like to run again, she will certainly have that opportunity.

**New Business:** None.

**Next Regular Meeting** – Tuesday, November 13, 2012 @ 1:30 in University Library room 622.

**CONCLUSIONS** There being no further business Cori Smit made a motion to adjourn; Robin Barton seconded. Motion passed. The meeting adjourned at 1:47 pm.