



STAFF SENATE
Sam Houston State University

General Senate Meeting

Minutes: October 12, 2022

LSC 230/TEAMS

1:30 – 2:30 PM

- ◆ Call to order – President – Tiffany Driver – at 1:32 PM

- ◆ Guest Speaker – Stephen Blank; Director of Strategy and Lucrecia Chandler; Director of Engagement (IT Strategic Alignment)
 - Tiffany Driver asked about navigation for small things - option to view full catalog to choose correct option (example -add a student worker to email account)
 - Why do we need to resubmit large projects if already in place- reevaluation will be needed based on new Strategic Plan
 - Annual renewals of software –link is back in Cherwell for the process; be on the lookout for new security requirements, so sooner its requested, the better

- ◆ Reading & Approval of Minutes – Secretary – Maggie Odom
 - Motion to approve by Shelly Nettuno, second by Ashley Picket. Minutes approved
- ◆ Treasurer’s Report – Tiffany Driver for Katie Gense
 - Only T-shirts this year; design pending from MarCom; link sent out with agenda as well as posted in TEAMS
- ◆ President’s Report – Tiffany Driver
 - We are not going to every position on campus being required to have a bachelor’s degree. Years of service/experience is allowed in lieu of education requirement
 - Question brought up about this for Reclassifications for currently employees? Tiffany will follow up with Human Resources
 - Update to staff teaching a course – staff member has to be paid time and a half, with department being responsible for the cost
 - President’s Council - October meeting cancelled- no update
 - Spoke with Dr. White about events and making COM/Woodlands feel included
 - Per President White - This is the Huntsville campus- not the main, SHSU doesn’t have a main campus
 - Wants events at COM/Woodlands – she’s starting to work from there periodically, having coffee & conversations at both locations
 - Current plans include events at least once a semester
 - Virtual options for our events – working to include this on events; Hot Topics for November will have a Zoom option
 - Potentially having someone added (not as a voting member) representing those from other campuses
 - E-Board meeting at those campuses on occasionally; Tiffany will work at those locations periodically, letting the campus know she’s there and available.
 - Discussing the possibility of shuttling from the other campuses to attend events at the Huntsville campus, but there is an issue with logistics and time constraints, etc.

- Shelly Nettuno suggested we talk to other universities on what their Staff Senate does for this
- ◆ Committee Chairs Reports
 - News & Networking – Megan Ellisor
 - Social Media
 - Instagram is up 8 followers
 - Linktree on Instagram is up 2 views; no new clicks
 - Facebook is up 10 followers and 6 page likes
 - Social Media graphic created, and posted for Spooktacular
 - Spotlight on Staff recipient is Erika Lawrence
 - Mass Email created and sent for Spooktacular with reminder scheduled to be sent on 10/25
 - Website access has been granted to Emily (Primary), Andrew and Jalon. Emily completed updates for Spooktacular
 - Nominations & Elections – Benji Cantu
 - No updates; will reach out to Tiffany to discuss COM/TWC outreach
 - Special Events – Amanda Johnson & Robin Pierson
 - Spooktacular being finalized; met with LSC today to discuss layout and technology needs
 - Will be able to set up Sunday before from 4 – 7 PM and will have access starting at 7 AM day off for any last minute set up needed
 - Volunteer list to get posted to TEAMS soon for others to help outside of the committee
 - Staff Development – Ashley Pickett & Brandy Bishop
 - PDC theme finalized: “Navigating Our New Normal”
 - Date: March 14, 2023
 - Call for proposals should go out in November.
 - Working with MarCom for logo creation
 - Dr. Michael Stephenson confirmed as Keynote speaker
 - Dr. Drew Miller is confirmed as opening speaker
 - Discussing incorporating TWC/COM participation in PDC
 - Next Hot Topics will be November 3rd with Jeanine Bias presenting, “HSI Status, Planning, Processes at SHSU”
 - Location: CHSS 140 with Zoom option available; 3-4 PM
 - Working to get this posted in Talent Management for registration
 - Staff Affairs – Andrea Hoke
 - 39 new hires, 1 Faculty to Staff; 4 students to Staff
 - Umbrella project – E-Board decided not to pursue further do to financial, logistical/regulatory difficulty
 - November meeting speakers:
 - Joe Contreras; Executive Director, First -Gen Center
 - General (Retired) David Glaser; Chief Strategy Officer, Office of the President who will provide update on SHSU Strategic Plan
- ◆ Old Business: Updates, Discussion/Action Items
 - COM/TWC Campus Outreach
 - Addressed above
- ◆ New Business: Updates, Discussion/Action Items
 - New Staff Senate T-Shirts

- Addressed above
- ◆ Department/Campus Announcements
 - Sunday Stewart – Update from Barnes & Noble Year in Review presentation
 - Presentation discussed the Bearkat Bundle implementation; overall a success with some difficulties noted. Overall, it saved students over 2 million dollars this semester.
 - Bookstore is looking to continue to expand into digital textbook offerings as 61% of material do have a digital option.
 - Will focus on better communication to students and faculty on how the bundle works
 - Norma Vasquez –
 - Cybersecurity Event- (10/13)1900 NGL 10 AM-12:30 PM; Prizes to be given away, can test to see if your password is easily detectable
 - With the new HSI distinction, will SHSU give out stipends to staff/faculty that speak Spanish? Addressed with Tiffany Driver
 - ERG Latinos Unidos Meeting: Discussed how to obtain funding, it was mentioned that Staff Senate may be able to assist on how to get that process started. Addressed with Tiffany Driver
 - Tiffany Driver: National Transfer Student Week (Oct. 17th – 21st)
 - Lots happening next week, approximately 24 events scheduled – please encourage any students in your areas to participate
 - Sharla Miles: Can Staff Affairs investigate the Skateboard policy (including electric scooters)?
 - Tiffany advises to speak to Dean of Students as they are looking into this due to students pushing for it to be allowed
 - Michelle Meers: Nov 8th is First-Gen Day
 - If you are Frist-Gen please consider registering with the center
 - Chantel Finley: Annual/Faculty staff giving campaign to start soon, be on lookout for communication
- ◆ Upcoming Events
 - Spooktacular Breakfast
 - October 31, 2022, from 8:30 – 10:00 AM
 - LSC White Ballroom
 - Staff Senate Hot Topics – Jeanine Bias
 - November 3, 2022, from 3:00 – 4:00 PM
 - CHSS Room 140 (Zoom option will be available)
 - Staff Senate General Meeting
 - November 9, 2022, from 1:30 – 2:30 PM
 - LSC Room 116
- ◆ Call for Adjournment – Tiffany Driver 2:20P