



## General Senate Meeting

Minutes: March 8, 2023

LSC 116 /TEAMS

1:30 – 2:30 PM

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- ◆ Call to order – President – Tiffany Driver at 1:31PM
  
- ◆ Reading & Approval of Minutes – Secretary – Maggie Odom; motion to approve by Brandy B., second by Benji C.; Approved.
- ◆ Treasurer’s Report – Katie Gense
  - Tent is still in process with vendor
  - Tablet picked up and given to News & Networking
  - OM + Friends Of = \$11,000,
    - Friends Of revenue is \$255 for FY 23
      - Motion to approve by Benji C., second by Robin P., Approved.
- ◆ President’s Report – Tiffany Driver
  - Spoke with Dr. White on the lack of Diversity in general in higher administration.
    - She is mindful and aware, unsure how to really address and fix. Previous positions did not have a diverse applicant pool.
    - Request (anonymous) retirement certificates, she is in agreement, Tiffany D. will send to her and will then go to HR.
    - New VP priorities – raising money for medical school, athletics, TX public library, and corporate foundations; trainings specific for the Deans to help cultivate their relationships in asking.
- ◆ Committee Chairs Reports
  - News & Networking – Emily Figueroa provided via email.
    - Facebook at 521 likes (up 3 from last report)
    - Instagram has 385 followers (up 3 from last report)
    - PDC
      - Flyers were requested to be displayed don all Digital Media across campus
      - 4 general emails have gone out since Feb. 1<sup>st</sup>
      - 1 email highlighting the keynote speaker has gone out with 1 more scheduled to go out (Thank you, Jalon!)
  - Nominations & Elections – Benji Cantu
    - General members needed due to resignations from SHSU
      - Division SE & I
      - Division Student Affairs
      - Division University Advancement
        - Tabling this since elections are right around the corner for FY24, that process is about a month away.

- See New Business Section for update to By-Laws and adding verbiage.
    - Special Events – Robin Pierson & Hailey Pruitt Price
      - Spring Fling event to follow behind PDC.
        - Potato Shack
        - We have the patio until 8p.
          - Event 4:30P – 8P, come and go.
        - 1<sup>st</sup> round of drinks covered with appetizers.
        - Thank you, Career Services, for sponsoring!
      - Summer Bash Event
        - Planning is beginning.
          - President’s Office is in transition so unsure on their assistance financially.
    - Staff Development – Ashley Pickett & Brandy Bishop
      - PDC is next week!
        - Friday workday scheduled, come and go from 2-5 in COE (319L) to get things printed, etc. All welcome to come help if available!
        - Survey’s will be digital via Qualtrics with QR codes provided to participants.
        - Volunteer list is posted in TEAMs
          - If you’re comfortable moderating a session you are attending, let Brandy B. know, and she’ll put you down to moderate that session.
    - Staff Affairs – Andrea Hoke
      - 25 new hires; 5 are rehire/transfer with 1 student to staff.
      - Staff Emergency Fund – discussions/planning began with a meeting this week
        - Taking a look at what other universities are doing for the similar policy. (TSUS, policy not in there)
          - Who funds?
          - How to donate to the fund?
          - Eligibility criteria
          - Application procedure
          - How the recipient receives funds
            - Will there be a cap on amount of funds received?
        - Hope for set up for implementation in Fall 2023
          - Looking for an event to “raise funds”
            - Cornhole tournament with entry fee going into to SEF.
        - Application would stay open but it is contingent on fund availability.
        - Looking to adding to Annual Giving as a way to donate to the fund.
- ◆ Old Business: Updates, Discussion/Action Items
- ◆ New Business: Updates, Discussion/Action Items
  - By-Law Update for President Elect

- Current:

### ***Section 3. Member and Officer Terms of Office***

1. The President- Elect will serve a four-year term, with their first year as a member, their second as the President-Elect, third as President, and fourth as Past President and Chair of the Nomination and Elections Committee. Nominees for President-Elect must have served at least one year on Staff Senate. Upon being elected to the Executive Board as President-Elect, the person elected will have their term extended by one year to meet Executive Board obligations.

- Proposed New:

### ***Section 3. Member and Officer Terms of Office***

The President- Elect will serve a four or five-year term, depending on what term year they are selected as President-Elect. A member is only eligible to serve as President-Elect after first serving one-year on the Executive Board (E-Board). This includes any positions held as an officer or as a chair or co-chair of any committee within Staff Senate.

- A) Four-Year Term: Member serves first-year on Staff Senate as member of E-Board, their second as the President-Elect, third as President, and fourth as Past President and Chair of the Nomination and Elections Committee.
- B) Five-Year Term: Member serves first-year on Staff Senate as active member, second year as member of E-Board, third year as President-Elect, fourth year as President, and fifth as Past-President and Chair of Nominations & Elections Committee.
- C) Nominees for President-Elect must have served at least one year on Staff Senate E-Board. Upon being elected to the Executive Board as President-Elect, the person elected will have their term extended by one or two years to meet Executive Board obligations.

- Article IV. Officers

### ***Section 1. Officers, Committee Chairs (Co-Chairs), and Executive Board***

Committee Chairs and Co-Chairs are voluntary positions filled by current Staff Senate members, except for the Chair of the Nominations & Elections Committee which will be chaired by the Past-Present. All other Committees will seek volunteers for Chair and/or Co-Chair positions. Members who request to Chair or Co-Chair committees will be approved by the Executive Board and General Staff Senate members.

All Committee Chairs/Co-Chairs will (1) serve as leaders and points of contact for their respective committees, (2) conduct and host monthly meetings with their committees or as needed, (3) report monthly updates to the E-Board and General Staff Senate, and (4) assist the E-Board with other duties, events, and tasks as needed.

Committee Chairs and Co-Chairs will serve for a one (1) year term and can serve in the same role for two (2) consecutive years if desired.

**Vote to approve changes: Motion made by Brandy B., Second Katie G., None opposed; Motion passed.**

- ◆ Department/Campus Announcements
  - April 4<sup>th</sup> Employee Health Fair in the LSC
  - Benji- they are collecting old grad regalia – donations of gowns can be dropped off at Tripod Thrift
  
- ◆ Upcoming Events
  - Staff Senate PDC
    - March 14, 2023
      - LSC (Various Locations)
  - Staff Senate General Meeting
    - April 12, 2023
      - LSC 230
  
- ◆ Call for Adjournment – Tiffany Driver – Motion to adjourn made by Natali P., Second by Robin P., Meeting adjourned at 2:05PM.