

Staff Senate Meeting Agenda
Wednesday, September 18, 2019 @ 2:00pm
Executive Board Room 201, Delta Center

1. Call to Order
2. Roll Call
3. Routine Business
 - a. Meeting Minutes
 - b. Treasurer's Report
4. Guest Speaker – Dr. Alan Utter, Provost
5. System Benefits Committee – Update from Lori Winn or Leanne
6. Announcements and Reminders
 - a. Committee Appointments
 - b. Consensual Relationship Policy
 - c. Guest Speaker for October 23 – Dr. Kelly Damphousse, Chancellor
7. Adjourn to take new Staff Senator pictures

Staff Senate Meeting Agenda
Wednesday, August 21, 2019 @ 2:00pm
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1. Call to Order
2. Roll Call
3. Routine Business
 - a. Meeting Minutes
 - b. Treasurer's Report
4. Committee Appointments
5. Announcements and Reminders
 - a. Dr. Utter is on the agenda for the September 18th meeting
 - b. New EEO 10/30 and 70 members: Tiffany Mosley and Addison Huggins
 - c. We will have Creative Media staff present to take pictures at the September meeting. Please wear your new staff senate shirt.

Staff Senate Meeting Minutes
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1. Call to Order – 2:04 pm by Chair Jon Carvell

2. Roll Call – Lauren Adams, Nikki Adams, Jon Carvell, Douglas Christensen, Jeannie Cossey, Angela Daniels, Brandilynn Dean, Sharon Dollar, Traci Ellington, Vickie Gilmer, Robert Gordon, Carissa Griffin, Jeffery Gulley, David Hakenewerth, LeighAnn Hall, Freddie Hawkins, Tiffany Johnson, Catherine Miller, Tiffany Mosley, Rebecca Oliver, Hope Phillips, Kelly Ponder, Jennifer Salo, Traci Simpson, Elizabeth Wakefield, Alyssa Wells, and Chad Woodard. Brooks Smith proxy for Robyn Klerk

3. Routine Business
 - a. Meeting Minutes – Presented. Alyssa Wells motioned to approve the July minutes. Elizabeth Wakefield seconded the motion. All approved.
 - b. Treasurer’s Report – presented by Jeannie Cossey

4. Committee Appointments
 - a. There were campus wide network issues which delayed the email to make committee appointments. It went out at 5:30 on August 20. On August 21, there were 13 responses and 30+ open seats.

5. Consensual Relationship Policy
 - a. This policy was sent out to senators on August 21. Policy states that supervisors and subordinates cannot be in consensual relationships with each other. If they are there are the policy would put processes in place to report it. Jon Carvel requested senators to provide email conversation and commentary regarding this policy. Staff Senate will need to have a response by Sept 1 because the Board of Trustees meets Sept 20 and will set the agenda Sept 1.

6. Announcements and Reminders
 - a. Dr. Utter is on the agenda for the September 18th meeting. Jon Carvell asked senators to think of questions for him.
 - i. Jon Carvell informed the senate that we are attempting to have a member of the executive committee come each meeting and invited suggestions.

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- b. New EEO 10/30 and 70 members: Tiffany Mosley and Addison Huggins
 - c. We will have Creative Media staff present to take pictures at the September 18th meeting. Please wear your new staff senate shirt.
 - d. Systems Benefits Committee meeting tomorrow in LR. Discussing if benefits are going to go up or not. Will update after the meeting. Pharmacy has had a lot of concerning changes. Formulary issues. Let us know so we can get those issues addressed.
 - e. Catherine Miller asked the senate if staff will have the option to participate in an active shooter training.
 - i. Traci Simpson facilitates those trainings for new staff once a month for New Employee Orientation. She can also do specialized trainings for specific department and buildings.
 - ii. Sept 9-13 is Safety Month and there will be active shooter training sessions offered all day long. All new students must attend, and anyone can sit in on those. Jon Carvell will send that information out to senators.
 - 1. UPD website also has short videos available for active shooter.
 - iii. Jon Carvell informed the senate that the Environmental Health and Safety Office can make a safety committee for your building, which would work with Safety and UPD to talk about trainings and plan. University will pay for those trainings, which include First Aid and AED training.
 - f. Carissa Griffin made the announcement that Torchbearer gifts are available in Cooper Alumni Center.
7. Angela Daniels motioned to adjourn and David Hakenewerth seconded. All approved. Senate adjourned at 2:26 pm.



**Staff Senate Treasurer's Report
August 31, 2019**

<u>University E & G Accounts</u>		<u>Beginning Balance</u>	<u>Debit/Credit</u>	<u>Remaining</u>
<i>Staff Senate</i> 110000-120008-1630	Balance Forward	\$2,675.00		<u>\$2,675.00</u>
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<i>Santa's Wolves Agency Account</i> 930002-390000-5000	Balance Forward	\$ 2,242.91		<u>\$2,242.91</u>
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<u>ASU Foundation Accounts</u>				
<i>Santa's Wolves</i> 200067	Balance Forward	\$29,500.04		
	August Contributions		386.92	
				<u>\$29,886.96</u>
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<i>Staff Senate Discretionary</i> 200069	Balance Forward	\$25,370.72		
				<u>\$25,370.72</u>
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<i>Staff Senate Educational Assistance</i> 230139	Balance Forward	\$1,785.39		
	August Contributions		66.64	
				<u>\$1,852.03</u>