

**Staff Senate Agenda**  
**Friday, July 28, 2017**  
**Mt. Con Room, Student Union Building**  
**9:00 a.m. – 10:00 a.m.**

**WEAR YOUR SHIRTS!!**

- 1) Minutes of previous meeting
- 2) Emergency Evacuation project – Update (Taryn?)
- 3) Committee sign-up sheet update (roles and responsibilities)
- 4) Subcommittee reports:
  - Ask the Senate (Casey, Frances)
  - Pat on the Back (Frances, Angela) –
  - Shared Governance
    - ✓ WIRE Advisory Board Update – Angela S.
    - ✓ Post ad-hoc committees on web
    - ✓ List of all committees on campus
    - ✓ Article about staff involvement on campus?
  - Newsletter: (Angela, Ronda, Taryn, Peggy D.)
    - **Fall Newsletter**
      - ✓ Ask the Senate – New question needed – Tuition fee waivers?
      - ✓ Pat on the Back for Jackie Amaya and Vanessa VanDyk
      - ✓ New Employee (Frances, Ronda) – updated list
      - ✓ Share congratulations note (completion of 6-mo probation period) to go with mugs
      - ✓ WIRE Committee article (Peggy)
      - ✓ MUSSA survey results (Peggy)?
      - ✓ Staff participation on campus committees
      - ✓ Supply drive for the homeless
    - Website update
- 5) Kids' College –volunteers needed?
- 6) Mobile Vet Van visit-Update (Joyce)
- 7) Supply drive for the homeless – Schedule for fall-Denise Herman will present plan of action
- 8) Meeting dates: Any schedule changes?
- 9) Round table

**Staff Senate Meeting Minutes**  
**July 28, 2017**  
**9:00 to 10:00 am**  
**Pintler Room, Student Union Building**

Present; Angela Stillwagon, Ronda Coguill, Peggy McCoy, Marcia Lubick. Frances Holmes, Joyce O'Neill, Taryn Quayle

Absent; Niki Wilcox, Casey Vanatta, Peggy Delaney, Kathy Stevens, Nick Bowsher, Scott Forthofer, Marilyn Patrick

Minutes of the previous meeting were approved with the correction that Ronda was added as an attendee.

Emergency Evacuation Project – Taryn reported that she and Marilyn Cameron have written the voice over script and Hank DeGroat is slightly behind on drone flyer overs because of changes in gathering areas due to construction. The HPER and the SUB will be done first. The info will be presented at the Safety Meeting at Orientation. Ronda reported that some of the EE maps that were put out were not accurate and she will follow up with Marilyn Cameron regarding this.

Committee sign-up sheet –Angela reported that all the ad hoc committees are filled and she will talk with Niki and Nick about what is available. Peggy D is updating descriptions of the committees.

Subcommittee Reports:

Ask the Senate- no new questions have been submitted

Pat on the Back- Vanessa Van Dyk and Jackie Amaya will get their certificates and an article on Jackie will in the fall Newsletter.

Shared Governance

WIRE advisory - no update and Angela will attend the next WIRE session

After discussion it was decided not to post the ad hoc committees on the webpage and to post all campus committees. Peggy D will get this information from the Chancellor's office.

Angela reported that the new employee packets were delivered.

Fall newsletter – no new updates

Website Update - Angela reported that the meeting agendas and minutes have been posted on the website. She recommended that a student worker check for broken links on the website quarterly.

Kids college volunteers- Taryn reported that Kids College will need two volunteers for Tuesday, August 8 from 1:00 to 4:00.

Joyce reported that the Vets Center confirmed that the Mobile Vet Center will be on campus on Tuesday, August 22<sup>nd</sup> as part of the Student Veteran Orientation.

Peggy M said that the supply drive for the homeless info will be updated after the subcommittee meets next week.

Meeting dates- the meeting dates will be confirmed for one semester at a time. Angela and Peggy M will not be available on September 15<sup>th</sup> so that meeting will be cancelled.

Round table- Discussion to have SS brochures available at the Luncheon Learn events. Discussion regarding how best to handle the decrease in funding for LL. Current plan is Rita Spear presenting in September Dr. Berkowitz in October and Career Services in November. No LL in December and January. September 12<sup>th</sup> is the last scheduled cleanup day. Ronda suggested that the employees be recognized at 5 years of employment rather than at 15 years of employment and to possibly have the Chancellor Office write the certificates. Ronda also suggested that the book club done last spring be restarted and use the same book on being a student centered college. Taryn said that she will bring that book next meeting for members to review.

Respectfully submitted,  
Joyce O'Neill  
Secretary