

**Staff Senate Meeting Minutes**  
**Tuesday, November 13, 2018**  
**Mt. Con Room, Student Union Building**  
**9:00 a.m. – 10:00 a.m.**

**Present,** Peggy McCoy, Peggy Delaney, Casey Vanetta, Frances Holmes, Scott Forthofer, Kathy Stevens and Marcia Lubick

**Absent:** Nick Bowsher, Debbie Luft, Niki Wilcox, Marilyn Patrick

- **Minutes of October 30, 2018** reading deferred to next meeting.

**Business:**

- **Replacement of Senator:** According to our By-Laws we need between 7 and 15 members. Denise Herman is the only staff member who has submitted a formal application since the campus email went out after our October 30<sup>th</sup> meeting. After some discussion it was moved and seconded to move Denise's application be forwarded for a formal vote. Denise Herman has been elected a member of Staff Senate and will be asked to attend the November 27 meeting.
- **Chancellor Search:** There is no Staff Senate representation on the Chancellor Search Committee. Peggy M. will request that Trisha Southergill attend Staff Senate meetings and keep the staff senate aware of how the search is proceeding. Trisha will be asked to join the Staff Senate.
- **Retirees:** We still do not have a list of Retiree's. Bernie Tregidga will be asked to pull the list.
- **Subcommittee reports:**
  - **Ask the Senate** (Casey, Frances, Peggy M.) – Frances is not able access the link to pull the report.
  - **Pat on the Back** (Frances, Casey, Marcia, Nick) – Casey forwarded the newest nominees for Pat on the Back to Frances. Frances is not able to access the link to pull the report. Casey will check the links after the meeting.
- **New Employee Packets** (Frances, Marcia, Peggy M., Nick) – Frances is not able to access the link to pull the report.
- **Shared Governance** (Peggy M. Peggy D. Debbie, Scott, Kathy) Casey Vanetta again requested that her name be removed from the Shared Governance Committee roster.
- **Luncheon Learn Update** – (Niki, Debbie, Peggy D.): –**November 14** - Scott Forthofer and Brian Moyer will do a presentation on 25Live scheduling software, Students and Residence Life. Lunch will be Pizza and bring your own beverage.  
**January Luncheon Learn** – Tentatively - **Campus Safety** – Marissa Morgan, Director of Environmental Health & Safety and Tom Barsanti from Campus Security will be asked to present.  
We will decide on presentations for the rest of the year at the November 27<sup>th</sup> meeting.
- **Financial Report** – Peggy M. - Beginning Budget \$1,100.00, September Lunch cost \$177.50, remaining Budget \$922.50 plus \$1,000.00 from the Chancellor to help with the Luncheon Learn. The Chancellor Funds will be used to cover the Luncheon Learns beginning with November.

- **Scholarship** – A Staff Senate Scholarship of \$137.00 was awarded in May. Peggy D., Angela Stillwagon and Shauna Savage previously met about updating the criteria to allow staff to receive the scholarship. We will need to take over the task of reviewing applications if we want to make this change. Peggy M. will meet with Peggy D. and Angela and get the background from last year's conversations about the scholarship.
- **Campus Events**
  - **Angel Tree** – Ruthanne Shope has been invited to talk about the Angle Trees and Circle K events she chairs.
  - **Pie in the Face** – Scott reported that at the most recent ASMT meeting he learned that the Pre-Professional Health and Biology Club has a pie-in-the-face event planned to raise funds to purchase sweatshirts for the homeless. We will cancel our pie-in-the-face event for this year.
  - **Circle K** - It was decided that Staff Senate will support Circle K with gift wrapping. Senators are encouraged to participate individually by filling a tag from the Angle Tree.
  - **Holiday Stroll** – Build a Bear is back at the student's request. There is an issue with Faculty and staff participation as the bears are purchased with student funds. Scott is looking into a way to allow funding that will make faculty and staff participation appropriate.
  - **Shared Governance** – The strategic plan should be ready for the Spring BOR Meeting.
  - **Program Prioritization Committee** – Getting down to the nitty gritty. Next meeting is open to all and takes place on November 21 at 2:00pm in the Kelley Stewart room. December 14<sup>th</sup> is the deadline to submit recommendations to Chancellor Blacketter. Recommendations will include eliminations and restructuring
  - **MUSSA - (Peggy M.)** MUSSA Committee is awaiting response form the OCHE about the Strategic Plan.
  - **Staff Volunteer Recognition Committee (Peggy M., Casey, Kathy)** Kathy withdrew her support for the annual award to recognize staff members who volunteer in the community as it takes away from the fun of volunteering. The reward is the feeling of doing good without expectation of receiving an external benefit.  
At the next meeting we will explore other ways to recognize staff.
  - **Newsletter** (Niki, Peggy D.) Tabled to next meeting

**Next meeting** November 27, 2019 9:00a.m. in the Mt. Con Room of the Student Union Building

Respectfully submitted,  
Marcia Lubick  
Secretary