

## Staff Senate Meeting

May 12, 2020, 10 AM

### Zoom Meeting

Present: ~~Kimberly Braden~~, Bethany Campbell (Presiding Officer), ~~Joy Clark~~, Pamela Clark, Barbara Ferguson, Kayla Kohanek-Tankersley, Regina Kyle, Chris Latham, Morgan Meadows, Chris Moss (Senator-at-Large), Felicia Mucci, Debbie Wilson

Bethany Campbell called the meeting to order. Minutes from the previous meeting were accepted and approved with no changes.

#### New Business:

1. New Staff Mentoring Program (Regina Kyle). Discussion:
  - a. A Staff Mentoring Program – modeled by the Faculty Senate mentoring program – is being researched & a timeline/outline are being drafted. Senate members working on this program are Morgan, Bethany, Regina, Chris, Felicia. Dr Merritt (Faculty Mentor Program) and Jerrie Smith (HR Dept.) have both provided helpful info. The plan is to begin implementation F2020 with Staff Senate being a pilot for the program (all areas are represented) with information being presented as part of the university's Orientation Program.
2. Return to Campus Procedures. Discussion:
  - a. Procedures were drafted & recently sent out for all university staff members to review. Q & A responses were then disseminated and a Zoom meeting was held, which included the University Cabinet members, for discussion. Senate members agreed that the information and answers provided by administration were thorough. Chris Moss stated that upgraded air filters have been ordered & replaced in all buildings; he also stated that maintenance members are already being screened as they arrive for work; Barbara stated that wrist bands for campus entry will be similar to Fiddler's admission bands. The Testing Ctr returns to operation on May 18, however, there are no masks available. It was also unclear how temperatures for test-takers will be monitored; B Ferguson will confirm with M McCoy with guidance for May 18 testing procedures. It was also noted that HR is drafting a telework policy; those with concerns for returning to work may have the option to make application for an extended telework period, which must be approved on a case-by-case basis; an emergency sick leave bank for those with Covid quarantined circumstances may also be available.
3. Staff Appreciation Luncheon. Discussion:
  - a. Discussion centered around whether to plan for the usual luncheon later in Summer or postpone until the following Spring. With still much uncertainty about returning to campus, Senate members agreed that a meal delivery to all staff members, paired with a Zoom meeting to announce the Booty Award winner, would be a good alternative plan. Chris will confirm with Advancement to get approval for the meal; Bethany will check on possible July dates. Senate members plan to serve box lunches in departmental increments to keep within the social distancing guidelines.

#### Old Business:

4. All Staff Meeting. Discussion:

- a. Senate members felt the All Staff Meeting with the Cabinet went well and reported that there has been very little feedback or concern brought about by staff as a result of the meeting.

5. Departmental Concerns. Discussion:

- a. Chris Lathan stated that staff members need ample notice prior to returning to campus; Bethany agreed to bring that point to the administration's attention.

Announcements from Senate Members: None

Meeting was adjourned at 10:55 AM.

Minutes respectfully submitted by Debbie Wilson.

*Debbie Wilson*