



STAFF SENATE

ATHENS STATE UNIVERSITY

Staff Senate Meeting
Jan. 17, 2025 10:00am
McCandless Hall- Griffin Auditorium &
Zoom

Present: Pam Bridges-Proxy Grayson Simmons, Carolyn Carthen-zoom, Diego Chulan, Kathryn Doaty, Ben Dumas, Kim Dunnavant-Proxy Gabrielle McGraw, Donna Holland, Beth Jenkins-Proxy Jennifer Mares, Amber Martinez (PO), Elaine McGill-Proxy Callie Frazer zoom, Whitney Michael (secretary), Valerie Sellers, Amber Skantz-zoom

Absent: none

1. **Order-** Meeting called to order by Amber Martinez at 10:02 am.
2. **Minutes-** Minutes for November meeting were approved. Motion to accept from Amber Skantz. Second by Donna Holland.
3. **Old Business**
 - a. Fall Fundraiser funds of just over \$700 were sent to the Hydrocephalus Foundation. There was a short delay due to waiting on their vendor paperwork to be sent in.
 - b. Recycling update from Amber Martinez
 - Still hasn't been able to get her call returned from Keep Limestone Beautiful.
 - Trish knows someone there and will mention that Amber is trying to get in touch about starting a recycling program at Athens State.
 - c. Secret Santa was a fun and successful event that had 40 participants.
4. **New Business**
 - a. Spring Fundraiser-Carnation Sale
 - Deliver/pick-up changed to Wednesday, February 12th and pass out to all on Thursday, February 13th due to local schools being out on Friday and Monday. Many may not come to campus through that long break. Help sorting will be needed on the 12th.
 - Charity to receive funds raised needs to be decided. Suggestions: Local Tornado Relief, Local Animal Shelter, Bonner non-profits, United Way.
 - Motion from Valerie Sellers to choose two recipients, local animal shelter and local tornado relief. Second by Jennifer Mares. Vote of 9 approvals passes.
 - Motion from Amber Skantz for Athens-Limestone Animal Shelter be the local shelter recipient. Second by Carolyn Carthen. Vote of 8 approvals passes.

- Local Tornado Relief will be researched and voted via email at a later date.
 - Google Sheets form will be used again this year for purchases. Donna Holland announces credit card payment option with new store front program.
 - Buyers can choose to bring payments to Senators and receive their gift tags for signing from chosen Senator.
- b. Professional Development:
- A plan to offer staff members “scholarships” for professional development has been created.
 - A rubric and application guidelines have been drafted. The committee will need to meet to review and edit or approve the draft.
 - The decision to no longer offer monthly sessions has been made and speakers will be brought in quarterly (once per semester).
- c. New Committee Chairs Needed (Staff Professional Development, Events, Bylaws & Constitution Review:
- Due to multiple senator proxies during the meeting. The decision to email out the request for new chairs will be done to find the replacement chairs.
 - Motion from Whitney Michael to merge the Fundraising and Events committee into one, since responsibilities overlap and hold several of the same members. Second by Amber Skantz. Vote of 9 approvals passes.

5. Concerns/Announcements

- i. Trish DiLullo has concerns about may forgetting about appreciation awards “Ducky Awards”. Can senate send out reminders to staff about them, especially newer employees that may not know about them.
- ii. Trish DiLullo asks for recognition at convocation for staff promotions like faculty receive. She would also like to know if it can be shared how many submitted for a promotion, and how many of them were approved. She is concerned about submission date requirement hindering staff from getting their packets in. It is not shared well to everyone, and the current date of January 15th is difficult with the short return from winter break hurting peoples time to get this out there.
 1. Jeff Powers states he will look into the numbers of applicants and approvals and if it can be shared out with not naming anyone, just the numbers.
 2. Jeff Powers states to follow up with him about how to submit the request to change the date in the policy.
 3. Motion from Amber Skantz to have the Bylaws committee review the promotions policy and determine possible changes to be proposed. Second by Whitney Michael. Vote of 8 approvals carries.
- iii. Trish also wants further research in staff who are retiring being able to keep their .edu email address-possibly reserve it for those who have served 25+

years.

1. Jeff Powers states there are many security concerns with non-employees having the domain email and not being able to monitor them. He will get with IT and see if he can get more details
2. Motion from Amber Skantz to have the Bylaws committee investigate the University email policy and see if we can propose a 20+ year staff member be allowed to keep their .edu email after retirement. Second by Valerie Sellers. Vote of 8 approvals passes.

6. Next meeting is February 21st at 10:00 am in McCandless Hall

Meeting Adjourned- Motion to adjourn by Ben Dumas. Second by Jennifer Mares. Meeting adjourned at 10:58 am. Minutes recorded by Whitney Michael.