

December Staff Senate Meeting 12/11/2023

Senators in attendance:

Sanjoosh Akkineni	Amiee Kane	Andrew McCanless	Brittany Scott
Robert Bridges	Mark Kirkley	Caitlin O'Kelley	Donald Spencer
Carla Budinsky	Melissa Lappe	Kelley Price	Patrick Steimer
Ryan Capps	Savannah Lockman	Monique Richardson	James Stinchcomb
Lindsey Jefferson	Janice Malone	Susanne Rothery	Daniel Terry
			Jacqueline Winters-Allen

Proxies:

Adrian Butler (for Hadley Cunningham) Dana King (for Raquel Monterroso)
Trisha Junior (for Jennifer Scanling)

Guests:

Jessica Redding

Not in attendance/no proxy:

Kyle Dawson Molly First Amonte Hampton Timothy Murphy Qing Qing Norris
Claire Rutte

- 1) Approval of Minutes from November
 - a) Motion: Andy McCanless
 - b) Seconded: unknown
 - c) Vote to approval of Minutes from November approved
- 2) Old Business
 - a) No old business to discuss.
- 3) New Business:
 - a) Staff Senate Strategic Planning (see #6 below)
 - b) Discussion on winter closures and expectations – are staff expected to work online if campus closed?
 - i) The University doesn't really close anymore- classes move online so staff could work online.
 - ii) Follow up question on what happens to staff if the university is closed and students are not in class.
 - iii) Inclement Weather Staffing Policy was recently updated and on the Policy Portal (<https://policy.kennesaw.edu/>).
- 4) Committee Reports
 - a) Budget (Mark): Dues in progress of being paid to the USG, few hiccups with Blackbaud.
 - i) \$2997.28 – Foundation
 - ii) \$1250 – Senate
 - iii) Request for \$50 certificate for Fall Star Staff of the Semester.

- b) Bylaws (Jessica): No additional edits at this time and will prepare for changes announced today.
- c) Communications (Jaqueline): Nothing new at this time.
 - i) Newsletter shared with News from the Nest. Easy to miss – might be a good idea to let constituents know it's there and no longer being sent out separately.
- d) Policy (Rob): no meeting until January.
- e) Staff Development (Jenna)
 - i) Star Staff of the semester for the fall has been selected.
 - ii) Announcement of Bonnie Acton.
 - iii) Gift card/certificate/swag will be presented at the department all staff meeting on Wednesday.
 - iv) A letter to all nominees will be sent by inter-office mail this week notifying them of their nomination and their admirable qualifications.
 - v) Scholarship deadline coming up on January 1st.

5) Open Forum

- a) Staff Senate plans to announce all Star Staff Winners the Spring staff awards ceremony in the future so that it's not just one winner, but all-inclusive for the year.
- b) Sanjoosh is checking on status of AI in the workplace.
- c) Attendance – possible addition of review of unexcused attendance to the secretary since they are responsible for taking meeting minutes/attendance. Suzanne asked if there was a process to replace representatives if needed. It is In progress on our end.
- d) Sanjoosh: we need better communication from the top down after staff do the exit survey, when there are changes in someone's job title or they assume a new role, etc. Talk about numbers of those who have left due to compensation or other reasons.
- e) Question about addition of a compensation committee to the Staff Senate.
 - i) Karen explained how the review was more beneficial to be done before the COLA was provided.
 - ii) Discussion about compensation was tabled for next meeting.
- f) Question/concern about what information can be shared outside of the meeting minutes.
 - i) In-depth information is only listed in the minutes if a motion has been made on the floor.
 - ii) Conversation about the need to develop a list-serve for each area.
- g) Social Media push.

6) Strategic Planning Presentation:

- a) In person meetings going forward
- b) Need to edit Institutional knowledge on slide under Threats
- c) Need additions outside of staff appreciation
 - i) Mentorship considered as one option
- d) Motion to edit committees.
 - i) Motion to approve: James Stinchcomb
 - ii) Second: Rob Bridges

- iii) Vote to edit committees approved
- e) New Committee Possibilities
 - i) House Committee
 - (1) Bylaws
 - (2) Budget/Treasurer
 - (3) Policies
 - ii) Employee Health and Wellbeing
 - (1) Affinity groups
 - (2) Service
 - (3) Expectations/aides
 - iii) Compensation and benefits
 - (1) Connections with HR
 - (2) Employee Engagement
 - (3) Star Staff of the Semester
 - iv) Events/service
 - (1) In person meetings
 - (2) Mentor Program
 - v) Communication and Collaboration
 - (1) Newsletter
 - (2) Social Media
 - (3) Website enhancements
 - (4) Town Halls
 - vi) Environment
 - (1) Parking Committee representative
 - (2) Sustainability committee representative
 - vii) Executive Committee

7) Conference Updates:

- a) Will be held in October 2024
- b) Hotel blocks for attendees
- c) Catering costs
- d) Room reservations
- e) Call for volunteers.
- f) Committees: will be discussed at next planning meeting to share with Staff Senate in January
- g) Theme: discussed options of possible theme for the conference
 - i) Possible options: Win as One, Parliament, Partners in excellence, Partners in progress, Together Toward Tomorrow, Facing the Future Together, The Power of yoU, Progress and Pride, Importance of yoU, Parliament: one through many, Elevate and Innovate: empowering excellence in every role.
 - ii) Narrowed down to Elevate: Empowering U
 - (1) Vote, all in favor

Meeting Adjourned