

# Staff Senate Meeting – March 11, 2024

## In person attendance:

Aimee Kane	Amonte Hampton	Andrew McCanless
Caitlyn O’Kelley	Carla Budinsky	Donald Spencer
Hadley Cottingham	Jacqueline Winters-Allen	Janice Malone
Jenna Scanling	Jessica Redding	Kelley Price
Becca Cox	Lindsey Jefferson	Mark Kirkley
Melissa Lappe	Qing Qing Norris	Raquel Monteroso
Robert Bridges	Ryan Capps	Savannah Lockman
Susanne Rothery	Timothy Murphy	Patrick Steimer

## Online attendance: Molly First

## Members absent:

Brittney Scott	Claire Rutte	Cynthia Tatis
Daniel Terry	James Stinchcomb	Sanjooosh Akkinei

- Motion on the minutes:
  - Jenna Scanling – motion
  - Mark Kirkley – second
  - Minutes passed as listed.

An announcement was made that donuts for the Senators are at the front of the room.

- Old Business
  - Membership assignments have been recorded. Some committees are light and may need to be edited.
- New Business
  - Strategic Planning:
    - Some people are rolling off at the end of the year.
    - Deadline for Star Staff nominations is on March 31, 2024.
    - USG Conference Planning Committee
      - Conference plans are developing.
      - Have one speaker and are working with Strat Comm to develop virtual home page.
      - Reach out to Rob Bridges if you want to attend.
    - Shamrock Campaign:
      - Already received orders for \$99 for ShamRocks.
      - Orders needed by Thursday and ShamRocks will be sent out Friday, March 16, 2024.
      - Last year there were issues with orders not sending payment to SS. That issue has been resolved for this year.
- Committee Reports
  - Budget: no new updates
    - SS: 1250
    - Foundation: 2017
  - Communications: Shamrock fundraiser (flyer that Hadley can send)

- Social media form should be ready in the next 2 weeks.
    - Questions about the resource account for Staff Senate.
  - Policy: committee met last week
    - New business: moving forward with cohort schedule going forward (May, June, and July)
    - Can send minutes if desired.
    - New policies:
      - professional policy on pets for staff that live on campus.
    - Several HR policies up for review.
      - ADA: updates
      - Performance: name change
      - Service animal accounts: updated policy.
      - Smoke free – updated to include vaping on university grounds.
      - Several policies up for review in April
  - Staff Development: nominations accepted for Star Staff through the end of the month.
  - Bylaws: asked to wait until the end of the meeting
- Presentation: Joe Lamb with PDC and EHS
  - Project Updates
    - Asst. Vice President of construction; 20 years in higher ed
    - Planning, Design And construction site updated
    - Leadership Team; contact Karina Movala
    - Introduction of the Leadership Team (see slide)
  - Explained the difference between a project and a repair
    - Flooring
    - Structural
    - Occupancy change
    - Construction
  - Responsibility to Managing Projects
    - Public Works are under Board of Regents
    - Legally obligated to comply with USG procurement policies.
    - USG institutions are required to comply with local authorities.
  - Submitting projects?
    - Planning request
  - Projects:
    - Interdisciplinary Stem Building
      - Collaborative space
      - Currently in design phase
      - Project opening: Fall 2025
    - Marietta Quad
      - Prevent building flooding and improve storm drainage.
      - Enhance pedestrian framework.
      - Increase usable lawn space vs. existing hardscape.
    - Crawford Lab building renovation
      - Full gut project
    - Student Competition Teams building and Wilder Building on Marietta Campus
      - Not approved yet but they are working on getting approval.
      - Supports the caliber of work KSU students can do.

- Hoping to build a new building to enhance safety, operation and organization.
- College of Arts Master Plan
  - Is planned to be built at Chastain Point to develop a compelling KSU arts district.
  - Hoping to kick off building soon.
- Stillwell Baseball Stadium
  - Enhance the baseball facility and visitor experience.
  - Set to be completed by February of 2025 before the season begins.
  - Increase seating capacity and ticketing flow.
- Sports Performance Training Center
  - KSU is actively fundraising for this space.
  - Collocate athletic support facilities including training/operations adjacent to 5<sup>th</sup>/3<sup>rd</sup> Bank Stadium
  - Summit Phase II
    - Create additional beds to support the demand for on-campus housing.
    - Maximize the building site for the greatest level of efficiency.
    - Scheduled for Fall 2026
- Student Center – Welcome Center and Renovation
  - Reimagine the student center.
  - Increase RSO and student Government usable space.
  - Game Room
  - Welcome Center – start fall 2024.
    - Remaining renovations start fall 2025.
- Building Envelope repairs
  - Preserve assets and support enhanced indoor air quality for existing buildings.
    - Waterproofing in several buildings
- Future projects
  - Develop inventory of existing conditions for an understanding of infrastructure and development of a master plan.
  - Enhance accessibility.
  - Improve wayfinding and navigation throughout campus.
  - Upgrade our fire and life safety.
  - Align our classroom inventory for optimal scheduling and support of students.
- Initiatives: project dashboard
  - Use an internal tracker with 215 projects occurring across campus.
- Project Charter – received when a project has been approved that includes the budget.
- Project related Safety Initiatives
- Questions:
  - Is this information available to the students and public?
    - Information is public so we can share.
  - What is the status on the Sturgis Project?
    - Project is almost done. There has been a furniture scramble. She will doublecheck and get back to us.
  - What is the process for numbering rooms in buildings?
    - Part of building committee. They are open to feedback.
  - Is there a person who evaluates sustainability especially on preserving the environment when a new building is being made?
    - New construction plan: Maria on committee. She hasn't been involved in the past but is doing more now.

- Open Forum
  - Bylaws Report
- Nomination Committee: starts next month. It's an ad hoc committee:
  - Rob: chair
  - Volunteers: Aimee Kane; Andy McCanless; Susanne Rothery
    - The group will be voted on at the next meeting.
  - Nominations will be a little different this year.
  - Proposal: To open representation that will not necessarily be your area; allows anyone to work on Staff Senate without it being tied to a certain department or only one person representing that area.
    - Piece of paper: Senators can decide if they wish to roll off or continue to serve under the revised plan.
      - Provide their name, indicate their choice and place in the bag by the door.
- Description of new committees – each committee will have a direct task for the year that they can create. Some suggestions have been provided. This change will help the Staff Senate serve the university rather than just be a group that meets and discusses amongst its members. Each committee will be charged with a task to accomplish each year. Current officers want us to be a project- based group that increases visibility across campus and improve the culture of staff.
  - House: administrative groups – bylaws, budget, policy; supports Senate's mission to represent
  - Staff Engagement and Recognition – Star Staff Award: foster culture of appreciation of staff; underscore the value of each staff member's value and role, and positive work environment.
    - Idea: Scrappy Hour for Staff
  - Wellbeing: holistic approach to wellbeing with a strong sense of community with affinity group
    - Idea: Daffodil Dash or Turkey Trot group for KSU staff; have a place to connect outside of our roles as staff.
  - Professional Development: committed to the growth and advancement of staff members and the HR mentor process; contributes to individual career success and the effectiveness of Staff Senate.
    - Idea: USG conference or Mentor program in HR: cohort type project; will move from 6 months to a year; rotational program on campus to allow you to see different areas of campus.
  - Communication and Collaboration plays a vital role in transparent, effective communication and fostering collaboration among staff members; monthly newsletter; have town hall meetings to enhance the community.
    - No idea was listed but currently they create the newsletter and do updates to the Staff Senate website.
    - Concern: anonymous submission of a concern similar to faculty senate – there is a current link that sends an email to staff senate email address
      - StratCom working on updating all websites including ours.
  - Environment and Service embodies the organization's commitment to sustainability, service and improving workplace conditions; include parking and sustainability committees and addresses environmental concerns.
    - Idea: Day of Service for staff
  - Executive: a leadership and coordination role within Staff Senate consisting of key positions of President, President Elect, Secretary, Treasurer, Parliamentarian and Standing Committee Chairs; responsible for the strategic oversight of Staff Senate activities.

Question: committees serve all staff and can pull other staff from campus outside Staff Senate? Yes

- Background information on committees (Karen)
  - Many universities, such as Georgia Tech, are disbanding all committees and doing 5 projects; Georgia Southern is also revamping.

- KSU is not sure about getting rid of committees; but want to move toward doing more than just meeting and disseminating information.
- Discussion from the floor
  - Owl Olympics: biggest thing KSU has going on.
  - Rather than Staff Senate sitting at a table, suggestion was made to get staff engaged. That's been difficult in the past due to staff turnover.
  - Week of May 13<sup>th</sup> – will be added to Staff Senate website.
  - Could Staff Senators act as referees since space is limited.
    - Raquel will report back to planning committees.

Meeting adjourned at 11:30 am.