

HSU Staff Senate Minutes
Wednesday, February 8, 2017

Members Present: Brian Bagwell, Earl Beasley, Jacob Bland, Reo Cummings, Jimmy Elgas, Shelia Hollis, Chanda Hooten, Randy McCauley, Krystal McLane, Sheri Phillips, Erin Poe, Jennifer Wright, Karen Spradlin (alternate for Vickie Shipley)

Members Absent: Jordan Argo, Yvette Bragg, Ermatine Johnson, Christina Jones, Carrie Roberson, Forrest Schultz

The regular meeting of the Henderson Staff Senate was held on February 8, 2017 in the Cabe Room of the Garrison Center. President Chanda Hooten called the meeting to order at 10:04 a.m.

- I. Minutes from the January 11, 2017 meeting were approved as amended.
- II. President's Report can be found as Addendum I.
- III. Committee Reports:
 - A. Election Committee-No report at this time.
 - B. Textbook Scholarship Committee-No report at this time.
 - C. Staff Handbook Committee-Ms. Ligon has submitted the revised handbook to Elaine Kneebone for approval. Still in progress.
 - D. Survey/Shared Governance Committee-No report
 - E. Staff Emergency Fund Committee-No report.
 - F. Staff Engagement Committee-No report.
- IV. Old Business:
 - A. Communications Channels-Representation:

In an effort to increase communication to all staff members, President Hooten has created a spreadsheet with each Staff Senator having a designated group of staff members to communicate with to give any information from the Staff Senate as well as other important issues. She will email an updated list to the Senators.
 - B. Staff Emergency Fund Update:

President Hooten discussed the purpose of the fund. Jennifer Wright (committee chair) will make arrangements for the committee to meet soon and explore options on how the money will be received, how to apply, where the funds in the account come from, etc.
 - C. Special Election for Staff Senate from Finance and Administration:

President Hooten announced the new Senators that were selected from the Finance and Administration area to serve as Senators and complete the Senate. Among those selected are: Jacob Bland, Christina Jones, and Angela Bobus (Alternate)
 - D. Nominate Faculty Senate Representative & Election Committee member from Finance & Administration:

Jacob Bland volunteered and was selected to serve on the Election Committee from the Finance and Administration area. Sheri Phillips volunteered and was selected to be the Faculty Senate Representative.

V. New Business:

A. Guns, Immigration and Impact on Campus:

President Hooten announced that President Jones would like to have a place on campus to provide a way to foster respectful dialogue with students, staff and faculty to discuss these issues. During the meeting Senators expressed their concerns about not having a forum beforehand to discuss guns on campus and feel that a forum is necessary. President Hooten thanked the Senators for their input and will report back to President Jones that the staff would like to be involved in the process of the gun control on campus.

B. Staff Awards Ceremony:

President Hooten announced that the staff awards ceremony is scheduled to be in May. She expressed if the ceremony is in May, the winner of the Staff Award of Excellence would not be announced and she felt like that that person should be recognize during the ceremony. Senators discussed the option of moving the ceremony from May to July and also the option to move the structure of the awards from fiscal year to calendar year. Senators felt that we could keep the ceremony in May and would be able to recognize all of the awardees if the structure was changed. A motion was moved to have the award ceremony moved from May to July. Motion was seconded and the move was denied by majority vote. A motion was moved to have the structure of the awards changed from fiscal year to calendar year. Motion was seconded and passed by majority vote. President Hooten will send a proposal to the Shared Governance Committee.

C. Staff Award of Excellence:

President Hooten showed the website for staff awards and explained the process to submit nominees. She explained the Shared Governance Committee selects the winner from the nominees for the quarter and that President Jones selects the overall winner from the quarterly winners. President Hooten will send out a reminder email to make nominee selections.

D. Relay for Life:

President Hooten announced that Relay for Life will be on campus this year and encouraged Senators to participate and share information to their peers. Jennifer Wright discussed the Relay and the events that are currently taking place.

VI. Adjournment

A. A motion to adjourn was made and seconded. Meeting was adjourned at 11:15 a.m.

The next Staff Senate meeting will be held on Wednesday, March 8, 2017 at 10:00 a.m. in the classroom on the second floor of the library.

Respectfully submitted,

Krystal McLane

Staff Senate Secretary