

Staff Senate  
August 10, 2020  
Virtual Zoom Meeting

- I. Call meeting to order- President, Bliss Adkison called the meeting to order at 10:01 a.m.
- II. Roll Call and introduction of Proxies and Visitors-Members present and comprising a quorum were: Ms. Bliss Adkison, Ms. Lillian Akin, Ms. Laura Beasley, Ms. Melissa Bolton, Ms. Gigi Broadway, Mr. Billy Burns, Ms. Heather Cole, Ms. Lindsey Goode, Ms. Joy Kelly, Ms. Kimberly Oakley, Mr. Ben Ray, Ms. Amy Thompson, Ms. Christy Waters, Mr. Brian Ford, Mr. Scott Heath, Ms. Melissa Williams, and Mr. Jeremy Woods. Ms. Jami Flippo (excused Unpack the Pride)
- III. Approval of Minutes- President, Bliss Adkison called for approval of the minutes. Ms. Melissa Bolton made a motion to approve the minutes and Ms. Kimberly Oakley seconded and the motion carried.
- IV. Approval of Agenda- President, Bliss Adkison called for approval of the agenda Ms. Amy Thompson made a motion to approve the agenda for August 10, 2020. Ms. Melissa Bolton seconded and the motion carried.
- V. Staff Senate President's Report
  - a. COVID-19 Taskforce Update—The agendas from previous meetings were outlined to update senators. Please remind your assigned senator constituents' groups of the required COVID-19 training due before classes begin. Bliss requested that any additional questions be passed along to her.
  - b. COVID-19 Testing/Plan/Healthcheck daily—Everyone on campus is required to complete the daily Health check. East Campus will continue to be a testing site until future notice.
  - c. Staff Merit Application and Training—Applications close Aug. 23<sup>rd</sup>, an email was sent to all staff that qualified to apply, the help sessions have been well attended.
  - d. Staff Annual Review Report—New system, Review Snap, will move the process to be fully online. Human Resources is currently testing on their end and will provide training.
- VI. Committee Report
  - a. Staff Merit Review Committee--The committee will participate in training and norming session. There is \$40,000 to distribute.
- VII. Unfinished Business: None

VIII. New Business

- a. Staff Senate Survey—There were 219 participants which is an increase over last year. Ms. Bliss Adkison reviewed the results and allow time for discussion. President, Bliss Adkison called for approval of sending the results to President Kitts. Ms. Laura Beasley made a motion to approve the sending of the results and Mr. Brian Ford seconded and the motion carried.
- b. Revisions to By-laws regarding staff census numbers—Due to the recent shift of several staff members, a new census was completed. President, Bliss Adkison called for the approval of the proposed change to wait until the next election since an election was held in June before the shifting of staff. Ms. Laura Beasley made the motion and Ms. Kimberly Oakley seconded and the motion carried.
- c. Staff Senator constituents' assignments for communication—Based on the results of the Staff Annual Review Report, all senators are being assigned staff constituents' group to ensure communication with staff across all departments. The groups will be posted on the Staff Senate web page and posted in the Digest. Ms. Laura Beasley made a motion to approve the assignment of constituents' groups and Ms. Melissa Bolton seconded and the motion carried.

IX. Discussion-None

X. Announcements

- a. Staff Merit Applications close August 23<sup>rd</sup>
- b. Next meeting will occur virtually via Zoom

XI. Adjournment- Ms. Melissa Bolton made a motion to adjourn. Ms. Heather Cole seconded and the meeting was adjourned at 10:50 AM.