

**General Senate Meeting**  
Agenda: November 13, 2024  
Lowman Student Center 324  
1:30 – 2:30 PM

- Call to order – President – Emily Figueroa
  - Called to order at 2:34pm
- Approval of Minutes – Secretary – Katy Pelton
  - Brandy Bishop motioned to approve
  - Zacj Bellot seconded the motion
  - Minutes approved
- Treasurer’s Report – Robin Pierson
  - O&M - \$9200
  - Friends of Account - \$ 5500
  - PDC- \$ 10500
  - Tree of Light Ornament – if anyone is interested please reach to Robin
    - Alaura will take the lead on this and getting the ornament to Campus Activities and Traditions by the start of the event
  - Pop up banner update
    - QR codes will not work January 2025; Just the logo will be put on the banner
  - Spooktacular invoice needed from the LSC
- President’s Report – Emily Figueroa
  - Met with Dr. White and provided a semester update
  - Met with Amanda Withers
    - Budget decrease was due to having money left over from FY24
    - Voting hours – emergency change of policy and the hours can be used for early voting. Timesheets can be corrected.
      - Emily Figueroa stated that this was a permanent change.
      - Tara Conlee stated that HR-04, section 7 policy has been updated to reflect this change.
  - Cultivating Excellencia event, November 19, 2024 9a,-11a, LSC 117
    - Would staff senate like a table? – Noone was able to schedule from 9-10 so we will opt out.
  - Staff Senate t-shirt: if you did not get one, please get with Robin Pierson
  - RSVP DUE November 22, 2024 – REMINDER ABOUT RSVP AND ATTENDANCE
    - Staff Senate Holiday Reception with Dr. White
    - December 2, 2024 at 4pm-5pm, Smith Lenamon House
- Committee Chairs Reports
  - **News & Networking** –Alaura Goad
  - **Keep nominating for spotlight on staff awards**

- **Special Events** – Brooklyn Granger & Diane Stoebner-May
  - Thank you to everyone who helped with Spooktacular.
  - Trophies sent to offsite campuses
  - Attendance was 330+ people
  
- **Staff Development** – Brandy Bishop & Michelle Meers
  - Please help Staff Development push the call for proposal for PDC
    - Call for proposals due December 6, 2024
    - Both on campus and off campus folks can present
  - Charles Kizzee is working on Food
  - Next meeting will be in December to schedule programs
  
- **Staff Affairs** – Joesph Mesa Ashley Pickett
  - Voting policy update and will get this on the website as an update
  - November 1<sup>st</sup>: 9 new hires
  - TX State Staff Senate rep reached out about maternity leave policy
    - SB22 – gives state employees about paid parental leave, but excludes Higher Education employees
    - Will continue to engage with TX State Staff Senate
  
- **Nominations & Elections** – Stacie Haynes
  - Voting on representatives for replacement senators
    - Academic Affairs
    - Finance & Ops
    - SEI
    - IMC
  - Committee Chair Needed:
    - News & Networking (must be someone already on Senate) – please let Aluara know if you are interested
  - Working on nomination website for spring elections
  - Future meeting: Intent to present bylaws adjustment to the replacement process
  
- Old Business: Updates, Discussion/Action Items
  - None
  
- New Business: Updates, Discussion/Action Items
  - None
  
- Department/Campus Announcements
  - MLK Day of Service, January 18, 2025, 9am-2pm, registration open via Student Involvement page, marketing out in the next couple of weeks
  
- Upcoming Events
  - Staff Senate Holiday Reception with Dr. White, December 2, 2024 at 4pm-5pm, Smith Lenamon House – IF YOU RSVP, PLEASE ATTEND!!!!!!

- General Senate Meeting: December 11, 2024 at 1:30PM, Lowman Student Center 324
- Call for Adjournment – Emily Figueroa
  - Adjourned at 1:53pm