

General Senate Meeting

Agenda: September 11, 2024

Lowman Student Center 324

1:30 – 2:30 PM

- Call to order – President – Emily Figueroa
 - Called to order at 1:33pm
- Approval of Minutes – Secretary – Katy Pelton
 - Joe Mesa moved to approve minutes sent via email
 - Ashley & Zacj Belliot second to approve the minutes via email
- Guest Speaker: Laurel from Aramark
 - Reviewed faculty and staff meal prices
 - Faculty & Staff punch cards, buy 10 meals get 11th free
 - In process of creating faculty/staff meal plan
 - Plan 1: would include meal swipes
 - Plan 2: would include meal swipes and Bearkat Bucks
 - New food
 - LSC new food concepts: Sammy Shakes, Freebirds
 - South Paw: Sammy Scoops, Brisket & Burgers
 - Starbucks: can USE Stars at on-campus locations
 - Drop and go menu items for catering
- Treasurer's Report – Robin Pierson
 - O&M - \$ 13,850
 - Friends of Account - \$5,485
 - PDC - \$ 10,500
 - Individual committee budgets will be discussed with the chairs
- President's Report – Emily Figueroa
 - Annual Review cycle has changed per 9/9/2024 email from Human Resources. This will better match Faculty review process
 - Professional Development hours will be waived for THIS APPRAISAL CYCLE only
 - Questions should be directed to TJ Bittick
 - Tablecloth whereabouts – Zacj may have it
 - Rebranding with new logos
 - Meeting with Dr. White to discuss Staff Senate vision for the upcoming year
 - We want to maintain and maximize initiatives that we started during the FY24 year to include officer transitions, event enhancement for increased engagement purposes.
- Committee Chairs Reports
 - **News & Networking** – Nathanael Archuleta & Alaura Goad
 - **Spotlight on staff nominations are needed so that we can** continue to acknowledge all the good work of folks on campus
 - QR Code provided to attendee and will be included with meeting minutes

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- **Special Events** – Sunday Stewart & Diane Stoebner-May
 - September 26, 2024, 2-4pm: Staff Meet & Greet
 - Mass email sent out with a reminder going out 9/24/2024
 - Committee would like volunteers to help with the event by greeting attendees, monitor bowling, monitor food table. Asking for 2 people per time slot so that we have backups in case folks are out unexpectedly. Sign up sheet being passed around the meeting.
 - Donated giveaways for those that attend the event and complete the activities. Staff Senate members are not eligible to win prizes at this event.
 - Please let chairs know if you are attending the event and what committee to help with Bingo event.

- **Staff Development** – Brandy Bishop & Michelle Meers
 - 9/16/2024: Hot Top – Expressive Activity – registration available in Talent Management
 - 10/2024: Hot Topic – AI
 - Registration will open closer to the date of the event
 - PDC
 - artwork is with IMC and should be ready for October 2024 meeting
 - working on getting call for proposals ready

- **Staff Affairs** – Joseph Mesa Ashley Pickett
 - August hires:
 - 68 new staff August 1: 39; August 15: 29 new hires
 - 4 students to full time staff
 - 1 Faculty to staff
 - Professional Headshot needed for some staff senate members
 - This will be used for division emails introducing division representatives.
 - If you would like to use an updated one, please email Keith Ahee (kga001@shsu.edu)
 - Concerns submission
 - New form via Hub Spot
 - Concern received: EMPLOYEE WELLNESS PROGRAM only includes physical wellness and needs to be multi-faceted
 - Time release form includes:
 - Teaching Release
 - Education Assistance Release,
 - Wellness to include a number of wellness programs outside of physical wellness
 - POLICY: [Programs \(shsu.edu\)](https://shsu.edu)
 - Questions asked:

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- How is teaching wellness? Tara Conlee (Human Resources) clarified the form is a release form and not everything is Wellness based.
 - How many options can be selected?
 - One release at a time
 - Committee GOAL
 - Would like our events to include fundraising for Employee Emergency Fund
 - Employee Emergency Fund is also an option for Annual Fund donations
 - **Nominations & Elections** – Stacie Haynes
 - Reports will formally begin Spring 2025
 - One resignation from the Academic Affairs division. Stacie is working to replace this position.
- Old Business: Updates, Discussion/Action Items
 - Merit increase for 6 months if employee moves to a new department – still in progress/discussion
 - Merit (annual) is not off the table but we will have to wait until after 12th class day and then there will be decisions made.
 - Staff Shirts – can pick up with Emily in LSC 326
 - We can wear them for the meet and greet
- New Business: Updates, Discussion/Action Items
 - September 13, 2024: RSVP due for the Staff Senate Reception with Dr. White
 - Happy September Birthday!!!!
 - Deanna McKinney – September 1
 - Michelle Meers – September 4
 - Brandy Bishop – September 22
 - Happy Belated Birthday!!!!
 - Kathy Barefield – August 3
 - Angie Lewis – August 13
- Department/Campus Announcements
 - None announced

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- Upcoming Events
 - Staff Senate Reception with Dr. White
 - RSVP due THIS FRIDAY, 9/13/2024
 - EVENT: September 23, 2024 at 4pm-5pm, Smith-Leamon House
2324 Robinson Way Huntsville, TX
 - HOT TOPIC: A Bearkat's Guide to Expressive Activity
 - September 16, 2023 @ 2pm-3pm via Zoom
 - General Senate Meeting
 - October 9, 2024 at 1:30PM, LSC 324
 - Staff Senate Fall 2024 Meet & Greet
 - September 26, 2024, 2-4pm, LSC Kat Klub
 - October Hot Topic: AI related with Dr. Mitchell-Yellin
 - Spooktacular Event for 10/31/2024, 8am-10am, White Ballroom

- Call for Adjournment – Emily Figueroa
 - Adjourned at 2:07pm