



STAFF SENATE MEETING

December 8, 2020

3:00 PM – Zoom Meeting Meeting Minutes

Officers Present: Charlotte Cooke, Chair; Chair-Elect; Suzan Cruz, Past Chair; Liz Berry, Chair-Elect; Amy Ferman, Secretary/Treasurer; Alexis Guess, Communications Coordinator, Allyson Gardner, Parliamentarian.

Senators Present: Adam Chavez, Alexis Roberson, Allison Peeler, Amaya Spencer, Amy Armstrong, Ann Bartts, Asa Johnson, Benjamin Nye, Craig Howard, Dakota Buchanan, Dana Sachs, Daniela Valdez, Devin Axtman, Erin McKinnis, George Stieren, Jesse McBroom, Joshua Sylve, Julie Elliott, Kaitlin Anderson, Katie Hebert, Lauren Burton, Lee Davis, Maria Baylock, Quortina Phipps, Reginald Johnson, Rekha Nair, Robert Pearson, Steven Tudor.

Guests Present: Katie McCoy, Sarah Houdek, Jill King, Shellita Tow, Tiffany Miller, Valerie Parker.

- I. Call to Order (5 minutes): 3:06 PM
- II. Speakers/Presentations (15 minutes)
 - i. Senator Tow, GSC
 - a) UNT GSC received two awards - NAGPS South Central Regional Member of the Year, and NAGPS Member of the Year.
 - b) UNT GSC now has two people serving on the regional and national boards.

- ii. Valerie Parker, UNT HR
 - a) No report.
- III. Consent Agenda Discussion Items (5 minutes)
 - i. No Discussion.
 - a) Ann Bartts moved to approve, Amy Armstrong seconded – motion passed, minutes approved.
- IV. Approval of Minutes
 - i. No discussion.
 - a) Jesse McBroom moved to approve, Amaya Spencer seconded – motion passed, minutes approved.
- V. Constituency Concerns (5 minutes)
 - i. The Chair commented that several constituent concerns were received especially regarding COVID-19. She explained that these concerns will be forwarded to be addresses during the upcoming UNT World Town Hall that will be held on Tuesday, December 15 at 1 pm. She encouraged everyone to join in for the town hall meeting.
- VI. Officer Reports (10 minutes)
 - i. Chair Report – Charlotte Cooke
 - a) The new Student Assistant, Bella Zeitz was asked to introduce herself.
 - b) Chuka Okose, the outgoing Student Assistant thanked the Senators for their support and the opportunity given to him.
 - c) The Chair encouraged everyone to participate in the Santa’s Helpers Toy Drive and MLK Day of Service-Minnies Food Pantry.
 - ii. Chair-Elect – Liz Berry
 - a) There won’t be a meeting in January. Next Staff Senate meeting will be in February.
 - b) The updated calendar invites for Staff Senate meetings will be sent through the Staff Senate calendar. They will include the Zoom link for all those sessions.
 - c) Senators will get an email from Bella Zeitz requesting some information for Senator Profiles.
 - iii. Secretary/Treasurer – Amy Ferman
 - a) Budget – Staff Senate budget was not cut.
 - 1. One hundred and nineteen dollars was spent on a one-year subscription to Canva.

- iv. **Communications Coordinator – Alexis Guess**
 - a) Staff Success website is live. Allison Peeler will make a presentation on that.
 - 1. Nominations are needed for Staff Success Stories. Send nominations to Staff Senate EC email address.
 - b) Use the media request form on the website to submit anything you want to be featured on social media.
 - c) Last newsletter for this semester will be sent out on December 18, 2020.
 - v. **Parliamentarian Report – Allyson Gardner**
 - a) No report.
- VII. Staff Senate Committee Reports (10 minutes) -- these meetings will be held after the general meeting**
- i. **Communications and Public Relations Committee - Erin McKinnis and Adam Chavez**
 - a) More people are using the media request form.
 - b) Reminded everyone to send suggestions to the committee.
 - ii. **Bylaws and Elections Committee - Devin Axtman**
 - a) Reviewing the bylaws and procedures to make sure they are up to date.
 - b) Will discuss the vacancy at the committee meeting.
 - iii. **Staff Development Committee – George Stieren**
 - a) Committee is considering doing a holiday crafts event for At Home Academy before the holidays.
 - iv. **Equity, Diversity and Inclusion – Quortina Phipps and Amaya Spencer**
 - a) Committee has finalized the adding of staff resources to the EDI committee page.
 - b) Solidifying initiatives for the upcoming year.
 - c) The Chair mentioned that Senator Phipps has been working with Faculty Senate Committee on Disabilities
 - v. **Policy and Benefits Committee – Robert Pearson and Lee Davis**
 - a) Committee is working on identifying some of the best parts of the perks spots.
 - b) Working on making a recommendation for the Staff Senate newsletter for a segment on the Employee Assistance Program (EAP).

VIII. Old Business

- i. None

IX. New Business

- i. None

X. Announcement:

- i. None

XI. Adjournment: 3:36 PM

- i. Devin Axtman moved to adjourn, Suzan Cruz seconded – motion passed, meeting adjourned.