

**Meeting Minutes**

**Officers Present:** Katie McCoy- Chair, Suzan Cruz- Chair-Elect, Gary Payne- Past Chair, Joshua Lukins- Secretary/Treasurer, Devin Axtman- Parliamentarian, Karen Goss- Communications Coordinator.

**Senators Present:** Aaron Anderson, Allison Peeler, Amanda Bennett, Brandi Everett, Charlotte Cook, Corey Davidson, Erik Trevino, Erin McKinnis, Kayla Green, Lisa Cuevas, Liz Perkins, Louise Dunn, Margo Watson, Megan Cunningham, Stacy Buchanan, Stephanie McDonald, Alexis Guess, Alisha Carter Harris, Amy Ferman, Kaitlin Anderson, Koby Osowski, Latrice Owens Moore, Monique Scales, Natalie Bernard, Steven Tudor, Elizabeth Berry, Jim Rogers.

**Guests Present:**

**I. Call to Order (5 minutes): 3:05 PM**

**II. Speakers/Presentations (20 minutes)**

- a. John Gibson, Assistant Athletic Director (Concessions)
  - i. New options for food at the stadium.
  - ii. Expanding the menu with many new recipes and healthy items to positively impact the visitors' experience.
  - iii. Partnering with several local businesses like Texas Original Bar-B.Q., Rudy's BBQ, Pop's Kettle Corn, Syracuse Sausage, etc.
  - iv. Always looking for feedbacks that will help them improve.
  - v. Visit [www.meangreenconcessions.com](http://www.meangreenconcessions.com) for information on all concession stands.
- b. Christi Hestand, Executive Assistant (Institutional Equity and Diversity) and Krista Watts, Budget Officer (Office of the President)
  - i. State Employee Charitable Campaign (SECC) will run from October 1, 2019 to October 31, 2019.
  - ii. Krista Watts is Staff Co-Chair
  - iii. Trying to raise funds through individual contributions and fund raising.
  - iv. Open to receiving great ideas and people's concerns.
  - v. Last year's achievements were really good.
  - vi. Faculty Co-Chair is Coby Condrey in University Library
- c. Felita Cook, HR Representative
  - i. All I-9 processing will now go through the Career Center.
  - ii. The University recently consolidated three policies regarding background checks into one. This policy applies to all individuals employed at UNT and must be completed prior to the first day of employment.
  - iii. President's Staff Award – Working on simplifying the process. There will only be one question which will also be offered in Spanish.
  - iv. HR will be hosting writing workshops in English and Spanish in October.

**III. Consent Agenda Discussion Items (10 minutes)**

- i. **Ad Hoc and University Committees**
- ii. **Vote to approve**
  1. No discussion
  2. Allison Peeler moved to approve, Corey Davidson seconded - motion passed.

**IV. Approval of Minutes**

- i. No discussion
- ii. Allison Peeler moved to approve, Megan Cunningham seconded - motion passed, minutes approved.

**V. Constituency Concerns (5 minutes)**

- i. Parking Permits expired on August 10, 2019, and new one started on August 11, 2019.
- ii. A constituent sent an email encouraging staff to uphold sustainability on campus, and also requesting Senators to reach out to their constituencies in this regard.

**VI. Officer Reports (10 minutes)**

- a. Chair Report – Katie McCoy
  - i. Last Staff Senate meeting as Chair.
  - ii. President’s Council meetings were cancelled in summer and other committees didn’t meet.
  - iii. Will try to set up a short meeting with the President to go over some things.
  - iv. Thanked everyone for their hard work and commitment to UNT Staff Senate.
  - v. Introduced two new Senators, Elizabeth Berry and Jim Rogers.
- b. Chair-Elect Report – Suzan Cruz
  - i. President’s Staff Sack Lunch will hold on October 8, 2019.
  - ii. Invitation to State of the University on September 12, 2019.
  - iii. Faculty/Staff Appreciation Game August 31<sup>st</sup>.
  - iv. Volunteers are needed for the event.
  - v. Working on getting music and tee-shirts for throwing them into the crowd.
  - vi. The game is free.
  - vii. Opening of Kitchen West, formerly known as West Dining to cater to students who are affected by the Big-8 allergenic foods.
  - viii. Food is made in a more controlled environment and will serve dishes completely free of the eight most common food allergens.
  - ix. Meals are budget friendly.
  - x. UNT is the second university with an allergen-free dining hall.
  - xi. Food truck will still be parked at Discovery Park.
- c. Budget Report – Josh Lukins
  - i. Budget is in good shape.
  - ii. Thanks Chuka for keeping things organized.
  - iii. He was the only EC member at the President’s Planning Implementation Workshop.
  - iv. Workshop gave an insight into what it takes to achieve a Tier One university status like UNT. Part of that has to do with the amount and quality of staff the University has.
  - v. Top three values identified at the workshop were Caring, Creativity and Resilience.
- d. Communications Report – Karen Goss
  - i. No report.

- e. Parliamentarian Report – Devin Axtman
  - i. Vacancies in Finance, Administration and Enrollment.

**VII. Staff Senate Committee Reports (10 minutes) -- these meetings will be held after the general meeting**

**a. Standing Committees –**

- i. Communications and Public Relations – Charlotte Cooke, Emiley Locey
  - 1. Had a discussion about creating an email signature that has the ability to take people to Staff Senate page when it's clicked on.
- ii. Bylaws and Elections – Stephanie McDonald, Corey Davidson
- iii. Policy and Benefits Committee – Chris Cunningham
- iv. Staff Development – Louise Dunn

**VIII. Old Business**

- a. Nominations for Staff Spotlight is on hold now

**IX. New Business:**

- a. Officer Elections
  - i. Chair- Elect – Charlotte Cooke defeated Justin Steward to emerge as the Chair-Elect.
  - ii. Secretary/Treasurer – Megan Cunningham ran unopposed to emerge as the Secretary/Treasurer.
  - iii. Communications Coordinator – Stephanie McDonald informed the Senate that Margarita Venegas, who was initially the only nominee for this position, had pulled out of the race. Lisa Cuevas was nominated for this position at the meeting. She accepted her nomination, and ran unopposed to emerge as the Communications Coordinator.
  - iv. Parliamentarian – There was no contest as Stephanie McDonald conceded the election to allow Allison Peeler to emerge as the Parliamentarian.

**X. Announcements**

- a. Staff Senate Committee sign-up sheet

**XI. Adjournment: 4:34 PM**