

**Meeting Minutes**

**Officers Present:** Suzan Cruz- Chair, Charlotte Cooke- Chair-Elect, Katie McCoy- Past Chair, Megan Cunningham- Secretary/Treasurer, Allison Peeler- Parliamentarian, Lisa Cuevas- Communications Coordinator

**Senators Present:** Aaron Anderson, Alexis Guess, Alisha Carter Harris, Allyson Gardner, Amanda Bennett, Amy Ferman, Audra O’Neal, Chris Cunningham, Connor Meier, Corey Davidson, Devin Axtman, Emily Gautraud, Erin McKinnis, Jim Rogers, Justin Stewart, Kaitlin Anderson, Karen Goss, Kayla Green, Koby Osowski, Latrice Owens Moore, Liz Berry, Louise Dunn, Margaritas Venegas, Natalie Bernard, Stacy Buchanan, Stephanie McDonald, Steven Tudor.

**Guests Present:**

**I. Call to Order (5 minutes): 3:03 PM**

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

**a. Professional Women’s Council**

- i. The objective of the organization is to foster professionalism and leadership among diverse collegiate women.
- ii. Looking for mentors.
- iii. Willing to partner with more professional organizations.
- iv. Interested in community service volunteer opportunities.

**b. Amy Ferman and Corey Davidson (UNT Career Center)**

- i. JCPenney Suit Up event is a partnership between UNT Career Center and JCPenney.
- ii. The event will be held on Sunday, September 15, 2019, from 6:30 PM to 9:30PM.
- iii. JCPenney will offer up to 60% off selected men’s and women’s career dress apparel, shoes, and accessories.
- iv. Open to students, faculty and staff of UNT and TWU.
- v. UNT ID must be provided to receive discount.
- vi. Volunteers are needed to serve as baggers, fashion consultants, and also, to provide fitting room assistance.

**c. Amy Kemper V. Rao, Program Director (President’s EDGE Program)**

- i. The President’s EDGE is a joint initiative of the UNT President’s cabinet and the College of Education.
- ii. Started about eight years ago as a program to assist staff members to obtain a GED.
- iii. Also caters to staff members who do not have access to computers.
- iv. Trainings offered include English as a Second language (ESL), computer skills, preparation for naturalization (citizenship), resume writing, and basic Spanish.
- v. Spanish classes last for four weeks. The next one will be held from September 24<sup>th</sup> to October 15<sup>th</sup>.
- vi. It is free to staff member.
- vii. It is open to spouses and children of staff members.
- viii. GED test taker pay for testing.
- ix. To sign up for Spanish classes, go to the UNT Bridge.

- d. Felita Cook, HR Representative
  - i. A floating holiday is eight (8) hours.
  - ii. Supervisors are given a few months to do documentations for reclassification.
  - iii. Will find out and get back to Staff Senate if there is an alternative for staff members who do not want to download the DUO app for authentication.
  - iv. HR is still working on job descriptions.

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

#### **a. Ad Hoc and University Committees**

#### **b. Vote to approve**

- i. Transportation Advisory Committee – Devin Axtman
  - 1. The committee is looking at the classification of permits to simplify the number of permits they have.
  - 2. Lost some parking with the dining hall construction.
  - 3. Fouts Field is getting close to completion, so there will be more parking available.
  - 4. A two tiered payment for faculty and staff suggested.
  - 5. Permits can be upgraded or downgraded.
- ii. Jim Rogers moved to approve, Stacy Buchanan seconded - motion passed.

### **IV. Approval of Minutes**

- i. No discussion
- ii. Devin Axtman moved to approve, Stephanie McDonald seconded - motion passed, minutes approved.

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

- i. Need to look into the email on State Fair tickets, and get the word out to our constituents.
- ii. Under Senate Bill 212 (SB 212), employees who do not report sexual misconduct they see or are told about, would be fired and could be charged with a crime. This reporting requirement extends to all the university employees except enrolled students who have campus jobs.
- iii. Discovery Park signage is not accurate and needs to be updated.

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

#### **a. Chair Report – Suzan Cruz**

- i. Introduced the new Senators: David Klein (Student Affairs, Seat 5) and Emily Gautraud (Finance & Administration, Seat 1).
- ii. Standing committees to send representatives to EC meetings.
- iii. Payroll deductions for meal plans have been approved by the board. The logistics are currently being worked out.
- iv. Old parking permits ended in August.
- v. President's Staff Sack Lunch will be held on October 8, 2019, starting 11:50 AM. Four or Five volunteers are needed.
- vi. Doodle poll will be sent out for volunteers to sign up.

#### **b. Chair-Elect Report – Charlotte Cooke**

- i. The tailgate was well attended.

#### **c. Budget Report – Megan Cunningham**

- i. No report.

#### **d. Communications Report – Lisa Cuevas**

- i. “EST. 1890” is being phased out of UNT materials.
  - ii. Like UNT Staff Senate Facebook page, and follow us on Twitter. Encourage your constituents to do the same.
- e. Parliamentary Report – Allison Peeler
- i. Gave an overview of the Robert’s Rules.

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

- a. Standing Committees –**
- i. Communications and Public Relations
  - ii. Bylaws and Elections
  - iii. Policy and Benefits Committee
  - iv. Staff Development

**VIII. Old Business**

- a.** Staff Senate Committee sign-up
- b.** Senators volunteered to serve as representatives on the Ad Hoc and University committees as follows:

- 1. Technical Architecture Group – Koby Osowski
- 2. Student Media Committee – Margaritas Venegas
- 3. Distinguished Lecture Series – Karen Goss and Liz Berry
- 4. Union Board of Directors - Karen Goss
- 5. Staff Appreciation Month – Charlotte Cooke and Liz Berry
- 6. Mary Jo & V. Labe Rawlings Fine Art Series – Allyson Gardner
- 7. Athletics Council – Stephanie McDonald
- 8. Transportation Advisory Committee – Devin Axtman
- 9. Emergency Preparedness Advisory Committee – Karen Goss and Justin Stewart
- 10. We Mean Green Fund Committee – Karen Goss
- 11. LGBT Faculty Committee – Allison Peeler
- 12. President’s Lecture Series – Kayla Green
- 13. Climate Survey Committee – Megan Cunningham

**IX. New Business:**

**X. Announcements**

- a.** Upcoming Red Cross Blood Drive. Make an appointment to donate blood.

**XI. Adjournment: 4:35 PM**