

**Angelo State University
Staff Senate Meeting Minutes
Nasworthy Suite, Houston Harte University Center
July 21, 2014**

I. Call to Order and Establishment of Quorum

The meeting was called to order at 3:05 p.m. by Brandy Hawkins, 2014-15 Chairperson.

Senators Present: Tracy Baker, Maggie Blair, Becky Brackin, Jeremy Brake, Kent Corder, Brandy Hawkins, Mark Multer, Marshall Peter and Ruben Sandoval

Alternates Present: Casey Baccus, Brook Dickison and John Southwell

Visitors signed in: Kurtis Neal

II. RamStar Awards:

No RamStar awards were presented. Tracy Baker agreed to begin accepting RamStar award nominations and presented the awards each month.

III. Approval of Previous Meeting's Minutes:

Minutes for June 2014 were presented for approval. Ruben Sandoval moved to approve the June minutes. Tracy Baker seconded. The minutes were approved.

IV. Guests:

Kurtis Neal, director of human resources, reminded everyone that annual benefits enrollment is in progress July 14-25. He has not received information regarding the State Employee Charitable Campaign (SECC). The person who coordinates the State campaigns indicated he wanted to meet with ASU in August. Kerri Mikulik should be included in this meeting. The Staff Senate assists with communication about this campaign, and the Staff Senate treasurer receives the money collected.

V. Treasurer's Report:

Kent Corder distributed the Treasurer's report of July 21, 2014, as reflected below:

Staff Excellence Awards (62225)

Beginning Balance	\$1,932.50
Available Balance	\$1,932.50

Staff Senate (62226)

Beginning Balance	\$467.02
Plaque for outgoing President	-94.85
July Hot Dog Social (Committed)	-250.00
Available Balance	\$122.17

VI. Committee Reports:

- a. **Staff Relations** – Maggie Blair, committee chair, distributed a flier announcing the Staff Senate the Ice Cream Social from 2-3 p.m. on Wednesday, Aug. 6.

VII. Unfinished Business:

- a. **Service Awards** – The newly proposed staff service awards criteria have been sent to Kurtis Neal and Dr. Brian May, university president. Ms. Hawkins will check with Dr. May about the status of the recommended changes.

VIII. New Business:

- a. **Assistance with Rambunctious Weekend, Friday, Aug. 22** – Ms. Hawkins will get the agenda for this event to see when the Staff Senate could help. Ms. Brackin will develop a sign-up sheet once she has this information. The Senate helped serve the lunch last year. Maggie Blair moved to approve Staff Senate’s involvement in Rambunctious Weekend 2014. Mark Multer seconded. The motion passed.

Ms. Peter asked if the Senate has ever assisted with New Student Orientation. Those present were willing to help if needed, and they would like training if tasks are specific. Ms. Brackin agreed to contact Clint Havins in the Center for Student Life.

- b. **Homecoming door decoration contest – Dr. Seuss theme** – The Staff Senate will decorate the mailroom door this year. Marshell Peter will lead this project.
- c. **Concho Christmas Light Tour Host Date – Tuesday, Dec. 9** – Senators and alternates have previously worked shifts greeting families/participants and taking donations at the Christmas light tour. The date proposed this year is Tuesday, Dec. 9. Kent Corder moved to approve this community outreach project on the proposed date. Ruben Sandoval seconded. The motion passed. Ms. Brackin will send out a sign-up notice closer to the date.

IX. Miscellaneous (comments, announcements, and round table times)

No announcements were made.

X. Adjournment

Ruben Sandoval moved to adjourn the meeting. Maggie Blair seconded, and the meeting was adjourned at 3:25 p.m. The next regularly scheduled meeting is Monday, Aug. 18, 2014, in the LeGrand Alumni and Visitors Center.

Approved:

_____ Secretary
_____ Date