



**Staff Senate Meeting Minutes
University Center, Nasworthy Suite
September 19, 2016 @ 3 p.m.**

I. Call to Order and Establishment of Quorum

Eddie Rodriguez, Chair, called the meeting to order at 3:03 p.m., and quorum was established.

Senators Present:

Jason Brake, Leonor Constancio, Paula Dowler, Farrah Lokey, Kerri Mikulik, Michelle Norris, Bradley Petty, Judy Polunsky, Elicia Rankin, Eddie Rodriguez, Kelsey Samsel, Chris Steele, Andrew Waggoner

Senators Excused:

Judy Stanley

Alternates who Signed-In:

Sandra Rosser, Aaron King, Marie-Clare Prisco

Visitors who Signed-In:

Kurtis Neal (Director of Human Resources), Ashley Ammons (Lubbock Area United Way Division Director)

II. RAMStar Awards

RAMStar Awards were not available.

III. Approval of Previous Meeting's Minutes

Kelsey Samsel moved to approve the 7/18/18 minutes. Kerri Mikulik seconded, and the motion carried.

Leonor Constancio moved to approve the 8/15/16 minutes. Paula Dowler seconded, and the motion carried.

IV. Guests

Human Resources Update - Kurtis Neal, Director

- Notices have gone out about the Fair Labor Act Changes and there is a training on Wednesday.
- Marie-Clare Prisco, HR Specialist:
 - o Look for a feedback form on the training. Your feedback will help us get all questions answered.



Staff Senate, Angelo State University

- o Most of the new faculty are oriented. Now we are focusing on staff. We plan to do the orientations quarterly, and we are adding the Planetarium and tours of the residence halls to the orientation. The next orientation is Friday, October 7 from 8:30-4:30 with a lunch provided.

State Employee Charitable Campaign - Ashley Ammons, Lubbock Area United Way Division Director

- The Texas State Statute established the campaign in 1993 and it offers the only opportunity for state employees to donate to charity through a payroll deduction.
- A committee of state employees runs the greater west Texas area, and greater west Texas was #2 in the state for funds raised. Seventy percent of those funds are going to local organizations based on the donor's choice.
- The 2016 goal is \$1,118,369 and San Angelo's goal is \$70,398. There has been a downward trend in Angelo State giving, so the Staff and Faculty senates are working together to increase awareness of the campaign.
- The directories have 25 word statements and the percentage indicates the amount of funds used for administrative costs. You will notice that many have 0% because they are volunteer based.
- To get the Lone Star Mug, employees need to donate 1% of their annual salary or 1 hour of pay per month and submit the Lone Star Club form to your local campaign manager, Becky Sparks.

V. Treasurer's Report

Staff Excellence Awards (62225)

Beginning Balance	\$3,500.00
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Staff Senate (62226)

Beginning Balance	\$1,200.00
Credit Balance	(\$91.15)
Encumbrance	-\$91.15
Available Balance	\$114.82

VI. Committee Reports

Staff Relations

Kerri Mikulik:

- We offered to help deliver goodies for the Great College to Work For.
- We offered to help with Homecoming and we may be judges for some events.
- We offered to help at Ram Jam on November 12 from 3:00 – 5:45 PM.
- We will be helping with the HEB Feast of Sharing and Christmas Light tour.

Sandra Rosser:

- We can do an open house at the new OneCard office when it opens.

Kelsey Samsel:

- We can do a break station for faculty and staff.



Other Committee Reports

N/A

VII. Unfinished Business

Staff Employee Scholarship

- Michelle Norris needs a list of all the members of the Staff Recognition Committee, so they can discuss changes to the scholarship.

State Employee Charitable Campaign

- Sandra Rosser and Eddie Rodriguez attended the training. Sandra should be receiving the giveaways soon to pass out to participants.
- Paula Dowler has the extra forms.

VIII. New Business

N/A

IX. Miscellaneous (comments, announcements, and roundtable times)

Sandra Rosser:

- We need the graphics and content to prepare an email to the staff. Dr. Livengood is our faculty counterpart who will need the email for the Faculty Senate.
 - o Farrah Lokey will share the email and any notes for the content.

X. Adjournment

Eddie Rodriguez moved to adjourn the meeting. Judy Polunsky seconded, and the motion carried. The meeting was adjourned at 3:47 p.m.

Approved:

Farrah Lokey, Secretary