

STAFF SENATE

Minutes

Microsoft Teams 10/15/2020

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|---|--|--|
| <input checked="" type="checkbox"/> Adams, Julie/ President | <input type="checkbox"/> Gifreda, Laura | <input type="checkbox"/> Nelson, Jeff |
| <input checked="" type="checkbox"/> Heinitz, Melanie/Treasurer | <input checked="" type="checkbox"/> Guerin, Bridget | <input type="checkbox"/> Odermann, Rick |
| <input type="checkbox"/> Mary Twardos /Secretary | <input type="checkbox"/> Hecht, Tarun | <input checked="" type="checkbox"/> Payne, Paige |
| <input checked="" type="checkbox"/> Adamek, Marika | <input checked="" type="checkbox"/> Howard, Beau | <input type="checkbox"/> Rogers, Tony |
| <input type="checkbox"/> Caldwell, Kim | <input type="checkbox"/> Johnson, Brenda | <input checked="" type="checkbox"/> Stergar, Christy |
| <input checked="" type="checkbox"/> Colpitt, Janice | <input type="checkbox"/> Marston, Mike | <input checked="" type="checkbox"/> Thompson, Greg |
| <input checked="" type="checkbox"/> Ebert, Anna-President Elect | <input type="checkbox"/> Merchen, Kyra | <input checked="" type="checkbox"/> VanDyke, Karina |
| <input type="checkbox"/> Fife, Tyler | <input checked="" type="checkbox"/> Miller, Candice | <input type="checkbox"/> Wagner, Cole |
| <input checked="" type="checkbox"/> Fontaine, Virginia | <input checked="" type="checkbox"/> Mortimore, Kathy | <input type="checkbox"/> Zigan, Amanda |
| <input checked="" type="checkbox"/> George, Mary Ann | <input checked="" type="checkbox"/> Mousel, Melissa | |
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I. Call to Order

Anna(President-Elect) called the Staff Senate meeting to order at 10:03 A.M via TEAMS.

II. Review of Minutes

Motion to approve the August minutes Bridget 1st, Mary Ann 2nd, unanimous approval.

III. Treasurer's Report

Melanie reported \$778.50 in petty cash fund. \$670.00 in Ay20-21 Staff Senate approved budget.

IV. Old Business

Halloween Trick or Treating for Bryant School – Staff Senate declined to participate in the Bryant trick or treat activity this year. Bryany has requested donations of bags of candy for the school to have an alternative activity. Please drop off donations to Julie, Anna or Melanie. Question was asked if QWL participated last year. Mary Ann said “No”.

Adjusting to Covid – If you need assistance or want to speak with someone about concerns, questions, etc. get in touch with Juie or Anna. Does everyone have enough cleaning supplies? There are plenty of cleaning cloths through Facilities or Melanie has a box near her work space. Library is turning in cleaning cloths weekly and replacing with clean set.

10:15 * Meeting was interrupted by the Earthquake Drill. *****

Staff Senate/Dean Monthly Meetings and Dean Forums – Anna asked for feedback on attendance. She recommends accepting the meeting invitations so you have the day and time on your calendar. Attend if you are able and interested.

V. New Business

Professional Development – Funds are available. Submit applications to Karina. The PD Committee is interested in opportunities for all campus training. Send any ideas to Karina.

Food Shelf – We have been asked to stock the shelf every fourth month. Our month will be November.

Some questions and comments that came up were:

- Will we use the petty cash to purchase items?
- We have committed in our Annual Plan to provide 10 Grab and Go Meals (Five per campus). Is this in addition to our stocking the shelves? **YES**
- Airport Campus students use the grab snacks more than canned goods. When we stock we should take that into consideration. Ann Wilcockson is going to make adjustments to the shelves on each campus.
- Provide a list of items for people to provide.

Festival of Trees – Theme is “Do you hear what I hear”.

Marika, Bridget will coordinate and will ask Mary T. to participate.

Motion to participate in Festival of Trees Mary Ann 1st, Kyra 2nd, unanimous approval.

Fall Themed Door Decorations

This event to replace holiday door decorating contest. We will invite campus to participate.

Doors can be decorated any time from now until November 1. Decorations down at the end of November. Feel free to rotate to holiday theme in December but nothing official or campus wide. Julie and Ann will send out the invitation and application/registration through the MMM.

Staff Activities

- Since we are not able to interact with each other as much this year, please post communications to Staff Senate Teams or to HCStaffSenate group email. Pictures of hobbies or trips, funny stories, etc. to lift everyone’s spirits and boost morale.
- Alternate Activity to the Annual Gift Exchange could be a Secret Santa. We’ll discuss at November meeting.

Supervisor on Call List

Paige directed us to the HC Main Channel on TEAMS. Click on the link “Supervisor on Call (SOC) Schedule...click on files...open the Sep-Dec 2020 Supervisor on Call schedule. If you direct report is not available and you need assistance, the SOC should be contacted to help.

VI. Committee Updates

VIII. Additional Items

VIII. Adjournment

Meeting Adjourned at 11:01 a.m.