

STAFF SENATE

Minutes

Microsoft Teams 03/18/2021

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

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

II. Review of Minutes

Motion to approve the February minutes Ed 1st, Kyra 2nd, unanimous approval.

III. Treasurer's Report

Melanie reported:

- \$728.50 in petty cash fund, with \$250 designated for breakrooms painting, which will leave a balance of \$478.50.
- \$622.92 in Ay20-21 Staff Senate approved budget, with \$250 designated for breakrooms painting, which will leave a balance of \$372.92.

IV. Old Business

- a. **Breakroom Donaldson Campus update – Julie** – still in process of working thru specifics, SS will have items to vote on when available.
- b. **Team Building/employee engagement ideas: Jackbox Games & Kahoo– approved, Julie will get downloaded and will send an invite next month. Julie will visit with Sandy for extra time.**
 - **Employee Scavenger hunt** – maybe a picture chain, anyone interested in starting this? Anna Ebert will start this.
 - **Campus Cleanup day** – Julie heard from Jocelyn ASHC exec, the clean up day will be in end of April. Using break time, maintenance will supply gloves, bags etc. in a specific area. Maybe employees around the building, students in the east parking lot. Julie will visit with Dean Bauman for approval of 30 minutes work time for this clean up.

- **Art projects –**
 - Hammer and Stain – Shelby**, private parties \$100 for deposit, studio can hold up to 48, team building workshops, about 2 hours, 1-2 projects with 1-2 stencils. 12inch \$25, 12 inch round \$30. Would like total attending a few day prior. You can bring your own refreshments. Current openings are weekdays booked thru April, weekends full till June. Can view completed projects on the shops Facebook. Studio is near Dive Bakery. Shelby will set up a few days and send an email to see who is interested in attending.
 - Pour Painting - Bridget**, canvases 12x12, options of 3 paint bottle or by larger sizes we can share, about \$10 per person, includes paint, canvas. Bridget will purchase all supplies when we know who signed up and set up for ready to go. Messy art, plastic on tables needed, 2-3 feet of space needed. In the art room on Donaldson campus which has a maximum of 12 occupants. Suggested to use the Fire Bay, still has F/R supplies in there. Suggested to use the bio labs, this will hold 10-11 per covid restrictions and has resistant countertops. Room 135 capacity is 10. Room 137 capacity is 11.
 - **Escape Room – Mary Ann**, Mary Ann will visit with MUS Wellness if they can roll the money *MUS wellness funding from March 2020*, to have this in the fall 2021.
- c. **Manager Appreciation – Kim/Bridgette/Kathy – Kathy** spoke gift voting via email, 19 responded, succulent won. Cost at \$4 each. May be 12-13 managers. Need to have a date to give to the managers, do ASAP. How to distribute, employees will pick up completed plant and then give to their supervisor/manager. Maybe have a postcard to attach, where departments can sign to give with the succulent plant. Maybe put recognition thank you in the MMM, to say thank you to manager appreciation. Mary Ann will create the postcard. Date to be delivered to managers last week in March.

V. New Business

- a. **April Food Drive – “Raise the Bar”** – Ann advised the trail mix bars are going off the shelf like crazy. Our drive should be for trail mix bars. Set a goal of 100 bars. Create a poster to label how much we are raising, Julie will provide the poster board, and Kathy will draw on the poster, hang the poster at Academic Desk area or by food shelf, donated bars to go to 119.
- b. **Staff Senate Officers** – nominations in April for secretary and president elect. Think about interest and make nominations next month.
- c. **Professional Development Committee member** – PD Committee is looking for a staff member. Responsibilities to review PD applications, based on criteria, point system voting, committee meets once a month. Will see all the PD happening on campus. Kyra volunteered to be on the committee.

VI. Committee Updates

Diversity & Inclusion – Marika

We are meeting this Friday. So, all I know is that the results of the surveys are being compiled.

Quality of Work Life – Mary Ann

Quality of Work Life has purchased two Private Watch Parties at Cinemark Theater.

The Courier (PG-13) on Friday March 19 at 8:15

The Croods: A New Age (PG) on Sunday March 21 at 3:15.

People can sign up from the link provided in the March 15 MMM. If either theater fills up and we have a waiting list, we will purchase another watch party the next weekend.

- Yoga Thursdays continue during the lunch hour in March. People can attend in person or tune in to Teams HC main Channel and participate remotely.
- We are working on scheduling food truck in place of our Spring Luncheon.
- Employee Excellence Award Nomination forms will be available on April 5 through the MMM.
- Glen and the Welding students will no longer create longevity awards. QWL Committee is exploring other ways to recognize and celebrate those milestones.

Safety - Melanie

Safety Committee:

- The purchase of the EverAlert Clock System has been voted on and will be purchased. Be watching for the new system!
- Soon the Safety Smart Funds will have a new request form. Look for it on the HC website under Safety.
- Lighting has been upgraded on the Airport Campus parking lot.
- Both campuses will be able to offer ID cards to students.

MUSSA – Anna

- No updates.

IDEA – Julie

- No updates.

Professional Development - Beau

- We still have PD funds available and should be able to see in Touchpoint.

Dean's Office Report – Paige

- The Dean's office mailed 184 face coverings to the students who responded to the survey. The face coverings are still available if a student inquires. Thanks to you who help record and distribute the masks. Appreciated!

VIII. Additional Items

- Yoga Thursdays, 3 ½ hours sessions.
- Movie on Friday, still 3 tickets available.

VIII. Adjournment

Meeting Adjourned at 10:49 a.m.