

Staff Senate Minutes

June 14, 2023 1:15 p.m.

Rathskeller Loft, University Union

**Senators Present:** Ke’an Armstrong, Curt Ayers, Andrea Beals, Maggie Burkhead, Angie Campbell, Tony Craven, Carrie Gossett, Derek Light, Kim Pope, Shawn Peoples

**Senators Absent:** Matt Cobble, Melissa Coleman, Jordan Jenkins, Tina Jenkins, Kristi Keck, Amber May, Michelle Wayne, Catie Witt-Danner

**Guests:** Matt Bierman, Tyler Custer

Senator Craven called the meeting to order at 1:15pm.

**Approval of Minutes** – May minutes were not available. Approval was tabled until the next meeting.

**Executive Officer Reports**

1. Treasurer’s Report – *Senator Pope reported a $60.00 balance in the appropriated account and $315.14 in the restricted gift account.*
2. Secretary Report – No report
3. Vice President Report – No report
4. President’s Report – No report

**Committee Reports**

1. **Personnel Policies, Benefits, and Welfare Committee** 
   1. Parking Appeals Subcommittee – No report
   2. Parking Advisory Committee – No report
   3. Environmental Health and Safety Subcommittee – No report
2. **Budget and Planning Committee** 
   1. CUPB – No report
   2. University Naming Subcommittee – No report
   3. Campus Master Plan Committee – No report
3. **Liaison Committee** 
   1. University Union Advisory Subcommittee – No report
   2. Staff/Faculty Senate Relations Subcommittee – No report
4. **Elections Committee** – The officer election was administered by Senator Light. Five absentee ballots were collected prior to today’s meeting. The following results were announced:

* *President: Tony Craven, 15 votes*
* *Vice President: Tina Jenkins, 15 votes*
* *Secretary: Kristi Keck, 15 votes*
* *Treasurer: Shawn Peoples, 4 votes; Kim Pope, 11 votes*

1. **Ad Hoc Committees**
   1. Staff Recognition/Development Committee – *Senator Armstrong reported that Shout Outs have been coming in steadily.*
   2. Constitution Review Committee – No report
2. **Constituent Reports** 
   1. Administrative and Professional – No report
   2. Non-negotiated Civil Service – *Senator Campbell reported the following:*

* *The ice cream social has been postponed indefinitely.*
* *Signage for Childcare Resource & Referral is in progress.*
* *There is currently an issue with the proxy function for payroll approval on PAWS.*
* *The “EIU Eats” cookbooks can be ordered online and are currently in production. It’s possible they will be available for purchase somewhere on campus. The DEN is publishing an article about the cookbook.*
* *Civil Service Council had a 42.6% percent voter turnout for their election. Michelle Morgan was elected President and Kristin Hupp was elected Vice President. They will be joining Staff Senate next month, replacing Senator Campbell and Senator Gossett.*
* *Senator Campbell is retiring this month.*
  1. Non-negotiated Trades – No report
  2. Negotiated Trades –No report
  3. AFSCME 981 – *Senator Pope reported that members are still in bargaining.*
  4. UPD – *Senator Beals reported that there is new comfort dog (Penny) on campus and she has been assigned to Chief Gamboa. Visits with Penny can be scheduled online and she can be followed on Facebook. Senator Beals is working on getting her dog certified.*
  5. Contract Appointment or Grant Funded – No report
  6. Minority Report – *Senator Burkhead reported that planning for the Black Student Reunion is underway for the first weekend in September. Hotels are booking up quickly. The last planned reunion for 2020 was cancelled due to COVID. Upward Bound students are currently on campus.*
  7. EAC Report – No report

1. **Liaison Reports** 
   1. Student Senate – No report
   2. Faculty Senate – No report
   3. VPBA Report – *VP Bierman reported the following:*

* *The Executive Committee discussed the need for mental health training for employees. A “train the trainer” model of training will take place on campus in July. Contact Eric Davidson if you’re interested. Human Resources has resources available, including the Employee Assistance Program.*
* *Fifteen employees participated in Threat Assessment training on campus recently. The coordinator for the training is from Virginia Tech. The training provided insightful information about warning signs.*
* *The Emergency Operations Plan was updated by President’s Council. The plan is not available to the public.*
* *EIU Beautification Day takes place this Saturday, June 17. Volunteers can sign up at the Civic Engagement and Volunteerism website. Administration has been working with Grounds to potentially schedule this event during the week in the future.*
* *Money was approved for several projects on campus, including:*
  + *Buzzard Hall roof repair– will take place late summer/fall*
  + *Lantz generator – bids just came back*
  + *Recreation Center basketball courts – start date TBA*
  + *Lantz roof – will be completed before winter, timeline TBA*
* *New signage is being installed in the X Lot that can be personalized for visiting students.*
* *There is not a known process for preventing pipes from bursting in the winter. This typically cannot be predicted, and can involve factors beyond control, such as students leaving windows open.*

1. **Unfinished Business** - None
2. **New Business** 
   1. Submit questions for the (new) President by July 10.

Senator Campbell made a motion to adjourn the meeting, second by Senator Pope. Meeting adjourned at 1:57pm.