



## Staff Senate Minutes

December 9, 2015 – 1:15 p.m.

7<sup>th</sup> Street Underground Loft, MLK Union

Quorum Present

**Senators Present:** Suzann Bennett, Derek Light, Angie Campbell, Cindy Starwalt, Tina Jenkins, Joann Daugherty, Peggy Brown, Shawn Peoples, Lisa Walker, Michele Wayne, Renee Kerz, Melissa Gordon, Adam Due

**Guest:** Paul McCann, Rhonda Nichols

**Senators Absent:** Jonathan Hunt, Melissa Coleman, Tony Craven

**Call to Order:** The meeting was called to order by President Peoples at 1:18 p.m.

**Approval of Minutes:** Changes to be made to November minutes include adding Rhonda Nichols as a guest and changing wording to Paragraph B.d. Motion to approve the November minutes with changes was made by Senator Light. It was 2<sup>nd</sup> by Joann Daugherty. The minutes from the November meeting as changed were approved.

**Treasurer's Report:** Current balance is \$300.00. The new budget has now been loaded.

**Committee Reports:** No Reports

The committee listing will be reviewed since we have had so many leave the university. Anyone interested in serving a specific committee should email their interests to President Peoples. The new committee list will be sent via email.

**Constituent Reports:** No reports.

### Unfinished Business:

- A. Copy of a proposed letter to Springfield on behalf of Staff Senate stating the importance of EIU receiving the budget was shared. A revised copy will be sent out today with any changes that are requested.
- B. Questions were asked about what caused the email from former Senator Reynolds. President Peoples explained what she thought was behind the email.

- C. Clarification was requested on previous comments about steamer tables that were malfunctioning. This was brought up at the Executive Team meeting with President Glassman and he wanted more information to ensure this matter was resolved.
- a. It was discussed that the steamers run continuously and has caused burns to students and faculty. It has been reported to the supervisor at Taylor Hall. It has been looked at but not fixed. This is something done by electricians and plumbers. Paul McCann will check into it more. He does know there is no outstanding work order for them at this time.
  - b. We also discussed there are also ovens and run continuously. This will be looked at as well.
  - c. It was also mentioned that cold air comes in whenever the vents are used making it extremely cold in the winter and hot in the summer. It is believed that this has something to do with how the vents are work and how they draw in fresh air. The windows in Thomas are always open because of this.
  - d. Electricians are down several positions making it more difficult to get work such as this done.
  - e. These issues will be shared with President Glassman.

Commented [s1]: that

Commented [s2]:

**New Business:**

- A. The List of Constituents we have been provided is very outdated. Can we get a new list? Paul McCann asked for clarification on information contained on the lists and believed he could pull new lists by employee type. Senator Bennett was going to look into this matter further.
- B. We discussed the Executive Team's meeting with President Glassman.
  - a. No budget update.
  - b. President repeated explanation provided by President on how budget coverage is handled. It is done at the Vice President level and overall university level. One area might have a deficit but another area might have a surplus so it levels out in the end. Money was not transferred from other areas on campus to cover Athletic deficits.
  - c. PARS are being reviewed on a case by case basis. Holding off on most PARS until we receive a budget. We want to ensure current employees can be paid before hiring new employees. Until a budget is signed we are relying on tuition income only so need to be cautious. We are doing everything to ensure we can complete spring semester.
  - d. Currently we have about 40 confirmed retirements for December 31<sup>st</sup>. This could be higher but only these are officially known at this time. We have saved about \$6 million so far from salaries. We anticipate \$10 million in savings but overall we need between \$13 - \$14 million in savings.

- e. Paul McCann stated that President Peoples did an excellent job addressing the Board of Trustees. There was a good DEN article after that mentioned the concerns raised by Staff Senate. We are all doing what we can with what we have.
- f. We discuss that attitude affects students. It is important that the BOT and administrators understand the amount of stress staff is under.
- g. We discussed what legislatures we should send our letter about the budget to. It was recommended we send to the primary four leaders.
- h. It was discussed how EIU is going to continue if we do not get a budget before we run out of funds. We cannot do loans since we are a state agency.

**Other business:**

- A. We discussed SIU commercials that are being played in the evening.
- B. We discussed wearing EIU apparel when out and about over the holiday period. It was suggested that we do a “Shout Out” for this. Paul will send this out, just send him what we want the email to say and he will send it.
- C. We discussed name tags and having them show alumni status. This would be a positive statement – we went to school here and we work here.
- D. We must advertise regardless of funding and budget. We have to get our name out there to increase enrollment. We are one of the best small cities. Show how many alumni work at EIU, plus have some form of indicator on office doors or cubicle spaces. This would be a positive reinforcement of how much the staff supports EIU.
  - a. On Open House/Transfer Days we should give alumni parents a sticker or something to indicate they are an alum. Who would do this? New Student Programs?

**Commented [s3]:** I thought NSP was already doing this. I thought that's where the idea came from for staff to show the same.

**Questions for the President:**

None at this time. Email President Peoples if you come up with any.

**Adjournment:** Motion to adjourn was made by Senator Daugherty and 2nd by Senator Jenkins.

Respectfully submitted, Peggy Brown, Secretary

Next Meeting January 13, 2016, 7<sup>th</sup> Street Underground Loft, MLK Union, 1:15 p.m.