

Appalachian State University Staff Senate

Meeting Minutes

Tuesday, April 14, 2020 1:30 p.m.

Zoom



1. Agenda items for the April meeting -

a. Call to Order

i. Attendance and Recognize guests

b. Remarks from the Chancellor

Appreciates having the opportunity to join meeting and talk to our group. Wanted to take a moment to thank staff that is present. Updates: we are managing affects of global crisis and maintaining work load as usual. Online instruction will continue through summer 2020. Many refunds and grants have been given to students and staff due to loss of work. We still expect a budget shortfall. April 24, campus wide update. Reviewed the many achievements of staff during the covid 19 pandemic.

c. Approval of March Meeting Minutes

d. Speaker 1: Mark Bachmeier and Jason Marshburn: COVID-19 Updates

Jason- 84 days since we started for and planning for Covid 19. 45 days since our emergency campus center has been opened. Thanked staff for their engagement during this process. Reported on how emergency response transitioned from OIED towards campus operations to Middle Fork school response.

Mark- Acknowledged the many notifications that go out to the campus community. Paid Admin Leave, provided to staff and all non student temps. As extended through April, it is still available to all groups, staff and temps. April 1-31, implemented emergency comp time for mandatory employees. For this purpose, definition of mandatory employee has changed. (attach link to posting). Explained new leave codes and instructions for timekeeping records so we can track costs attached to some of these things. System office wide- What happens after April 30? No answer readily available right now. Looking at Family Assistance provisions.

Shared COVID 19 HR site as resource.

Questions: Andy Eaker: At one point there were considerations for change in payroll from monthly to semi monthly. Response: Mark reported that we run 3 separate payrolls. There would have to be substantial changes to internal payroll systems. An enormous change warranting a longer term discussion.

Will the covid 19 comp time need to be used before regular comp time? It's not normal overtime comp time, so rules don't apply. Covid leave is in a separate category.

e. Speaker 2: Megan Hayes: COVID-19 Campus Communications

Spoke about the COVID 19 website as a definite site for gathering information for our campus community. Explained how the individual websites link back to covid 19 site to define what this means for Appalachian state? Offered her support if questions come from media requests, send questions directly to her. Or work through your communications liaison. Reported on many incredible stories at Stories@appstate.edu

What happens in the case of a positive case of ASU affiliates? Report to emergency management and report to Student Health Services.

f. Chair's Update

Suggestion Box:

Parking permits and COVID. Barry Sauls and its awaiting system guidance.
 P3 partnerships and millennial campus. Any employees employed in P3 buildings will be considered Appalachian employees. BCHS is a millennial campus.
 AppKIDS 5K Katie Howard. Saturday closed the window for the virtual 5K. Facebook event page where participants could post their updates. 108 registrants, highest number ever. T shirts will be delivered after quarantine is lifted. We will at least \$5000 as an event fundraiser. Any feedback? Please pass it along. Anyone who wants to be on the committee- please join us!
 Staff Shoutouts and Employee Recognition. Shout Out committee is still active. Emails sent out, but no cards or candy
 Marketing Committee- revamping staff senate website. Feedback is welcome.
 Fundraising Committee- working to move auction online.
 Events- we will find a time to collect food drive donations upon reopening of campus.
 IBACK APP day changed APPBacksU
 April 3, 2020
<https://www.alumni.appstate.edu/s/1727/dog19/home.aspx?sid=1727&gid=2&pgid=2272>

g. Treasurer's Report (table included)

Fund Name	Account Number	Beginning Balance	Income	Expenses	Ending Balance
State Funds					
Operating Fund	109130	4,295.43	0.00	242.16	4,053.27
Special Funds					
AppKIDS (Foundation Supported)	227202	0.00	0.00	0.00	0.00
AppKIDS (non foundation)	990152	3,698.59	0.00	0.00	3,698.59
Associated Scholarship Fund	990155	4,426.43	80.00	0.00	4,506.43
Receipt Supported Fund	990158	700.35	0.00	0.00	700.35
Foundation Funds					

Foundation AppKIDS fund (Supports 227202)	992568	3,133.25	698.00	0.00	3,831.25
Appalachian Staff Current Scholarship	993465	3,732.14	10.00	0.00	3,742.14
ASU Staff Endowed Scholarship Fund - Principal	994931	20,037.63	0.00	0.00	20,037.63
ASU Staff Endowed Scholarship Fund - Earnings	995931	6,957.22	350.50	0.00	7,307.42

- h. HR Update
- i. Old Business
- j. New Business
 - i. Scholarships Report: we voted to award 11 scholarships for a total of \$4033
 - ii. Executive Board Statements and Voting
Results: Alt Delegates: Deanne Smith and Katie Howard
Chair Elect: Clint Coffey
Adjournment
- k. Open Comments
- l. Mark Your Calendar dates:
 - i. Next Meeting: May 12, 2020 at 1:30 pm. Speakers: Representatives from Wellness and Prevention Services, Student Health Services, Counseling and Psychological Services, the Office of the Dean of Students, and Blue Cross Blue Shield