a. Call to Order  
   i. Attendance and Recognize guests-  
      Elizabeth Schiavone, RIEE, and Rawdon Marroquin, Career Development  
      Center  

b. Approval of January Meeting Minutes  
   Motion to approve, no one opposed  

c. Speaker 1: Matthew Dockham, Legislative Liaison  
   i. Showed powerpoint including Legislative Adjournment. Question was  
      proposed: why were we as State Employees separated from other State  
      employees in terms of raises? Matthew responded: The Legislature  
      passed responsibility to BOG level, there is never enough money to get  
      an increase. BOG is equipped to reward employees at a local level, but if  
      they don’t have the money to begin with, then there is none to give.  
      Question: What happens if they (BOG) make it through April with no  
      budget, then what happens? Response: Most legislators seem to feel  
      comfortable riding this out until November. Question: What happens to  
      the money left over from the ‘budget’ we are spending from? Response:  
      Unsure, as this has never happened before. Question: What else is  
      happening at the local University levels in terms of future plans?  
      Response: Priorities are salary increases, more resources for capital  
      projects, more resources for lab projects. An official agenda will be  
      released soon for the legislative short session.  

d. Speaker 2: Mary Sheryl Horine, Director of IHHS Outreach, and Sherri Wilson,  
   Director of Health Promotions for Faculty and Staff- Healthy Heart Collaborative  
   and Chest Compression Training  
   i. https://ihhs.appstate.edu/outreach/healthy-heart-collaborative  
   ii. Directed our attention to the importance of Saving a Life with Chest  
      Compression practice. Shared information on the Omar Carter  
      Foundation. Senators were given the opportunity to practice Chest
Compressions on manikins and sign up for IHHS and Health Promotions to present a brief Chest Compression Training to their departments.

e. Chair's Update
   i. Suggestion Box
      1. Question: Could there be a better effort to encourage flexible work time to reduce Boone traffic. Answer: This already exists in HR. Chair will share Flexible work time form in campus email.
      2. New dorms were reported being built with minimum building standards. There are Green built.org signs are around fence. Why? Chair is looking into this.
   ii. Administrative Assistant Update
       Position is currently posted on the website. 10 hours per week.
   iii. Kelli- UPPC Update
       Brief meeting, Provost and Lee Ball welcomed the group. The main focus of the meeting was the timeline. Final draft to BOT by June 2020.
   iv. Committee for App Growth in the process of being built.
       Chair will participate and report to the group.
   v. The 2020 UNC System Employee Engagement Survey is live. Deadline to complete the survey is February 18, 2020. All employees are encouraged to complete the survey.
   vi. Staff Senate scholarships are open. Click here for additional information and to complete the application online:
       [https://staffsenate.appstate.edu/service-projects/staff-senate-scholarships](https://staffsenate.appstate.edu/service-projects/staff-senate-scholarships)

f. Treasurer's Report (table included)

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<th>Expenses</th>
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g. HR Update: Follow up on question about flexible scheduling. Could there be a broader effort on the part of ASU to encourage people to come to work earlier.
and leave earlier to avoid traffic. We know we need to work our way toward policies that support work life balance. Inside Appalachian: The Chancellor addressed salary increases and tasked Human Resources to look at what can be done for increases if no budget. Not as much discussion about staff as increases for faculty. In reality there is no budget, no ability to do annual raise process because authority has to come from BOG. Everything is contingent on getting a budget. Chancellor reiterated that even if there is no budget then we still need to have done everything we can to assess what we can do under our discretion. Criteria: salary increases for labor market consideration? Equity consideration? Salary compression? People assume more responsibilities and can be paid more for their work. Question: Is bonus leave still on the table? Response: It's still Legislative dependent.

h. Old Business\new business
https://conferences-camps.appstate.edu/adult-programs/2020-appkids-5k
https://docs.google.com/forms/d/e/1FAIpQLSeH2dmmhDaDrMQPSwLwYuYi
pVWRe7mK_NNiY96qBuLb43VIUB2w/viewform

ii. Marketing Committee Update: Committee continues to post events on Twitter, FB, and other social media platforms. Staff Senate website is being refurbished

iii. Fundraising Committee Update: need more members. iBackAPP day is now open to the entire community. Need sponsorship for the Staff Assembly golf tournament. Silent Auction is during the Staff appreciation lunch on April 7th. Donations being accepted. This auction benefits AppKIDS.

iv. Staff Recognition Committee Update- none

i. Adjournment motion

j. Open Comments

k. Mark Your Calendar dates:

i. Next Meeting: March 10, 2020 at 1:30 pm. Speakers TBD

ii. Spring Faculty Staff Meeting: February 14 at 2 pm, with Staff Connect following in the Solarium from 3-5 pm

iii. AppKids Superhero Run, Walk, or Fly 5k: March 28, 2020- registration and volunteer signups open now

iv. Staff Appreciation Event: Tuesday, April 7 11-2