Appalachian State University Staff Senate Minutes

Tuesday, December 9, 2014

Table Rock Room – Plemmons Student Union

Announcements:

Attendance:

Present: Anderson, Carol; Antonucci, Dawn; Bachmeier, Carter, Leslie; Childers, Erin; Church, Lynn; Condon, Lexi; Dale, Patty; Eckerd, Monique; Grant, Tony; Greene, Carole; Hyle, Eddie; Jones, Kim; Mann, Kathy; Mitchell, Andrea; Paige, Russell; Sanders, Amy; Smith, Janice; Snook, Kevin; Tibbett, Debi; Trivette, Cindy; Wilson, Emily; Ziegler, Cathy

Excused: Dehus, Sydney; Eldreth, Chelsie; Gryder, Alice; Hicks, Sandy; Love, Amy; Ray, Kathy; Scarborough, Barbara

Absent: Barbee, Diana; Berry, Elaine; Booker, Jeremy; Broere, Courtney; Burleson, Sheila; Broere, Courtney; Carter, Kim; Craft, Betsy; Deas, Kathy; Eller, Peggy; Gill-Johnson, Sali; Gragg, Debbie; Harmon, Kara; Harrison, Kathy; Hoffman, Kate; Huffman, Julie; Hyle, Kristin; Jamison, David; Lunsford, Mark; Lyons, Danna; Marshburn, Jason; McCaffrey, Kerri; Patterson, Kevin; Perry, Amanda; Phillips, Travis; Plummer, Grace; Ragan, Greg; Richards, Brooke; Roach, Roy; Sbarbaro, Katherine; Scott, Cathy; Seatz, Janet; Tedder, Jamie; Tye, Torrey; Wallin, Charlie; Waters, Robin; Young, Vickie

Visitors:

Meeting was called to order by Amy Sanders at 1:30 p.m.

The minutes from the November 11, 2014 Staff Senate meeting were approved by consensus.

No Treasurer’s report for December.

Chair Update:

• The Chancellor’s reception for Staff Senators was held be on November 25th at 5 p.m. It was a very nice reception and it was noted that this was the first time that Staff Senate has been asked to a reception at the Chancellor’s Home.
• Have a Heart campaign will be taking place in February. After a discussion and vote the food collection will be donated 50% to Watauga Co. Hunger-Health Coalition and 50% to ASU Student Pantry/closet.

HR Update: None

Committee Reports:

• **AppKIDS**: Cindy Trivette announced that HR had donated the ASU blankets to be distributed to the school children that were part of AppKIDS. This year donations were short $4000 and if there had not been the cushion from the donations of the previous year we would not have reached the goal of $15,000. Cindy requested that we look into informing staff/faculty about the process of on-going payroll deductions on a yearly basis. There was also a discussion about the two foundation accounts and the minimum amounts and the number of months that the funds are in the account. It will be looked into and clarified.

• **Communication Committee**: The deadline for January newsletter will be Friday, December 12th, the input of the committee updates need to be emailed to Sydney Dehus [dehusst@appstate.edu](mailto:dehusst@appstate.edu) or Katherine Sbarbaro [sbarbaroka@appstate.edu](mailto:sbarbaroka@appstate.edu)

• **Chancellor Advisory Committee**: The committee met with Chancellor Everts on November 18th. Thanks to the Senators that submitted questions. The questions and answers along with the questions that were forwarded to other departments for answers will be distributed as part of the January meeting minutes.

• **Scholarship Committee**: The Dining Cards have not arrived...they should be here by the end of the week and be distributed for sale.

Other Announcements:

• The “Give a Child a Coat” program/collection: Russell Paige will be picking up the donations tomorrow, if you have donations, please check with Russell to make sure that your department location is on the list.

• ASU International Department is looking for host families to connect with the students at least once a month, for example inviting them to dinner at your house...if interested please contact Cathy Ziegler.

Old Business: Winter Closing: The data center is moving during break but Lynda.com will be available. Professional Development (Lynda.com), telecommuting and community service are available to staff with their supervisor approval. A letter from HR will be coming out with clarification that the work needs to be measurable. Please make sure that staff in your department reads the memo.
**New Business:**  Emily Wilson reported on the results (to date) of the Professional Development survey. There has been a return of 22% in just two days, more than 300 people have taken the survey. 64% would like more computer skills; 55% would like leadership/supervisor skills; 45% would like personal skills (time management etc.); 78% would like “class courses (1-hr); 40% prefer on-line classes. Please encourage your co-workers to complete the survey, it will be open for the month; There will be a brainstorming session after the survey is completed to act on the results.

**Kudos:** AppKIDS Committee & volunteers were recognized for their hard work and the successful event.

**Adjournment:**  Meeting was adjourned at 2:15 p.m.

**Upcoming Meetings:**

- January 13	extsuperscript{th} – Linville Falls Rm. – PSU
- February 10	extsuperscript{th} – Linville Falls Rm. – PSU
- March 10	extsuperscript{th} - TBD
- April 14	extsuperscript{th} - TBD
- May 12	extsuperscript{th} - TBD

• Reminder: It is the responsibility of the staff senators to take the information from the meetings/minutes and inform your department staff members.