Appalachian State University Staff Senate Meeting Minutes  
Tuesday, October 10, 2017  
Location: IG Greer room 2224  

a. Call to Order - Meeting called to order by Carole Greene at 1:33pm  
   i. Attendance and Recognize guests - Barbara Howard (Faculty Senate Chair), Bob Hill (University Ombuds), Willie Flemming (Chief Diversity Officer), Linda Coutant, Kent Greer (Building services) Heather Stewart (student affairs)  

b. Approval of September Meeting Minutes - The September minutes approved with no changes.  

c. Guest Speaker, Bob Hill, Ombuds  
   i. Resources for staff, faculty and students.  
   ii. “Confidential, independent party for staff to consult with regarding any issues of concern when you’re unsure what to do with.” Informal “consulting” to help negotiate an issue  

d. Guest Speaker, Willie Fleming, Chief Diversity Officer - Creating an Inclusive Campus  
   i. Chief Diversity Officer makes the campus more inclusive - each person feels respected, supported and valued. Offers bias trainings.  
      1. Diversity.appstate.edu  
      2. Project Implicit - Implicit Association Test  

e. Chair’s Update  
   i. Staff Assembly Update  
      1. Fall meeting - October 16 and 17  
      2. Day of Service - April? More info as received  
      3. Staff Scholarship open - (Click here)  
   ii. Open Enrollment happening now  
   iii. University Committee Openings  
   iv. Dining Passes Staff Scholarship Fundraiser coming soon, need volunteers to sell  

f. Special Election: Treasurer  
   i. Heather Hampton - Special Funds  

g. Treasurer’s Report (see agenda for table)  

h. Committee Updates  
   i. Events
1. AppKIDS (Kara Harmon and Katie Howard)
   a. Shopping Event - November 17th and we’ve almost met our goal!
2. Coat Drive (Kalin Bradley and Katie Howard) - No Updates
3. 5K Subcommittee (Katie Howard)
   a. April 7th (Saturday) - needs 7-10 people

ii. Quality of Life
   1. Final Report and Action items (Jim Dees) - no updates

iii. Staff Recognition
   1. New chair: Chris Trew
      a. Meetings will be the last THursday of each month at 3:30 - please email Chris if you’d like to join

iv. Safety Council - No Updates
v. Policy and Constitution - See New Business
vi. Fundraising (Tammie Gelderman)
   1. AppKIDS needs
      a. Silent Auction on October 26th - Tammie is collecting goods to auction
   2. Scholarship - dining cards
      a. Increased the order to 150 cards - available in early November
   3. Concessions
      a. 3 more games to go - anyone who is willing to help, please contact Tammie Gelderman

vii. Marketing (Rachel Butts)
   1. Meeting scheduled for Oct. 16 at 11am in JET 357 - need new members!

i. Human Resources Update, Mark Bachmeier
   i. Open Enrollment - open until the end of the month
      1. CDHP no longer offered and the HSA will not rollover
      2. Health assessment eliminated - only credit is tobacco attestation
   ii. October 26th - Staff Appreciation Breakfast and Employee Service Awards
   iii. Campus Calendar Committee
      1. University Holiday for memorial day instead of an extra day for Easter break - discussions for what to do with Veteran’s day
   iv. Strategic Plan requires a system-wide employee engagement survey process
      1. Hoping to eliminate other surveys on campus - will be rolled out in January or February

j. Old Business - No Old Business
k. New Business
   i. Election and Term Proposal, open discussion - Katie Howard/Carole Greene
1. Increase involvement and representation and make it a more achievable goal
2. Senators represent 1 of the 5 areas with 1 senator per 35 employees
3. Voting will occur next month
4. Will send the link out to all senators - feedback encouraged!

- Adjournment - Meeting adjourned at 2:47pm
- Open Comments
- Mark Your Calendar dates
  - Next Meeting: Nov. 14, 2017: Guest Speaker Matthew Dockham