

HSU Staff Senate Minutes
Wednesday, May 11, 2016

Members Present: Brian Bagwell, Yvette Bragg, Phyllis Cogburn, Christopher Golston, Shelia Hollis, Pam Ligon, Dawn Mabery, Randy McCauley, Dever Norman (faculty representative), Veronikha Salazar, Beth Taggard, Chanda Hooten (alternate for Keasha Gordon-Turner), Sheri Phillips, Forrest Schultz, Pam Ligon, Brian Bagwell, Ernie Higgs (proxy for Troy Mitchell)

Members Absent: Troy Mitchell (sent proxy)

The regular meeting of the Henderson Staff Senate was held on Wednesday, May 11, 2016 in the Cabe Room of the Garrison Center.

- I. The president and the secretary being present, the meeting was called to order at 10:01 a.m.
- II. Minutes from the April meeting were approved as written.
 - i. Motion made to accept: Brian Bagwell
 - ii. Motion made to second: Randy McCauley
- III. New Business
 - i. Title IV
 - i. The president, Beth Taggard, has been appointed to the Title IX committee which will investigate Title IX infractions (sexual assault, etc.) on campus. Allison Vetter is the Title IX Coordinator and all reports of misconduct should be directed to her.
 - ii. Committee Reports
 - i. Shared Governance/Survey Committee
 1. HSU Committee members are held accountable for their duties and allowed to work on said duties during business hours.
 2. Discussion to put all committee minutes on the shared governance page. This is to encourage staff/faculty to stay tuned into campus projects, news.
 3. Elaine Kneebone, General Counsel, will meet with all chairs to determine their expectations of committee minutes.
 - ii. Staff Survey-Fringe Benefit
 1. Randy McCauley has spoken with Dr. Nathan Campbell concerning the survey to faculty/staff that could help determine benefits of interest.
 2. Dr. Campbell is working to put together this survey, which he will send to staff and faculty separately. General discussion was hand on staff senate survey committee proceeding with a survey prior to fringe benefit committee returning in August.

IV. President's Report

- i. Bobby Jones, Vice President for Finance & Administration, has undergone some major health concerns leaving him absent for duty.
- ii. The Executive Council has been made aware of the staff senate survey committee endeavor to put together a fringe benefit survey. The survey is being put together for a consensus of wants, needs or possibilities from all.

V. Faculty Senate Report

- i. Pam Ligon was not in attendance. Faculty senate minutes are posted online. Please review for your knowledge.

VI. Committee Appointments & Reports

- i. Staff Handbook Committee are working to update the staff handbook. It is apparent that we have no specific guidelines concerning the staff. Faculty have a handbook that fit faculty needs and staff should have one that fit staff needs.
- ii. Textbook Committee- four students applied for the book scholarship. The winner has been chosen and the name will be announced at the staff luncheon.

VII. Questions, Concerns or Comments

- i. General discussion about handicap parking signage. Because Bobby is out, Beth has agreed to forward such concerns to appropriate departments hoping to resolve the issues at hand.

VIII. Adjournment

- i. A motion to adjourn was made by Brian Bagwell
- ii. Second by Dawn Mabery
- iii. Meeting adjourned at 11:01.

Respectfully Submitted,
Shelia Hollis, Secretary