# TO: Staff Senate members

### FROM: Gina Butler, Staff Senate President

### DATE:

### SUBJECT: December 16, 2020 Staff Senate Meeting

### Welcome

* Opening Prayer – Peggy Doolittle
* Volunteer for Next Month’s Prayer -
* Quorum Check: 4 from each constituency or 2/3 = 18 Senators

### Review/Motion to Accept Previous Month’s Minutes

### Review/Motion to Accept Agenda

Special Event: Staff Senate Proclamation and announcement

### Guest – Dean Michelle Maldonado

### Liaison Report – Patti Tetreault

### President’s Report

* UGC: updates
* Strategic Plan quote: would like input from Senate…
* Requested Staff Forum prior to opening of the Spring semester

### Previous Business

* Donation/Fundraising efforts: Spirit Days/*We Care Wednesday* – UPDATE
  + Staff Window Retirees acknowledgement: Virtual Farewell
  + Finance Committee update: Budget (MOTION)
  + Acceptable Use Policy review – need to respond back to UGC
  + Calendar Proposals (AY 2022-23; 2023-24) – need to respond back to UGC
  + Staff Handbook – Grievance & Corrective Action Policies – will meet with HR to review
* Employee Resource Guide: Committee work and volunteers
* Roundtables – plan for January
  + Operations/Priorities: Assessment
* ITEM(S) WITH CABINET:
  + - Time Donation Policy
* ITEM(S) WITH UGC:
  + - Remembrance -University Flag
* TABLED UNTIL SPRING:
* Graduate Tuition Remission: requested early Spring review
* Aramark Survey: tabled until the Summer or until campus functions return to “normal”
* Discussion on By-Laws amendment – definition of a quorum and election issue

### New Business

* Review Mission and Purpose Statements – do they align with the University Mission Statement? Strategic Plan?

### Standing Committee Reports

* + Communications – Nick Truncale and Rebekah Bernard
  + Elections and Membership – Kristi Klien and Amy Driscoll McNulty
  + Finance – Amy Driscoll McNulty
  + Social Events & Community Building – Ryan Sheehan and Kristi Klien
  + Staff Development-Co-Chairs – Renee Giovagnoli and Meg Hambrose
  + Staff Recognition & Excellence Awards –Patrick Mullarkey & Peggy Doolittle

### Ad Hoc Committees

* By-Laws
* Assessment

### Items from the Floor

### Motion to Adjourn