



STAFF SENATE

ATHENS STATE UNIVERSITY

Staff Senate Meeting
January 21, 2022 10:00am
McCandless Hall- Griffin Auditorium

Present: Pamela Clark, Pamela Bridges, Joy Clark, Barbara Ferguson, Juliana Hunt, Beth Jenkins, Trish Dilullo (proxy for Kayla Kohanek-Tankersley), Chris Latham, Christen Lott, Morgan Stanford.

Not Present: Kimberly Dunnavant

1. Order- Meeting called to order at 10:01 am by Beth Jenkins.
2. Minutes- Chris Latham motioned to accept the minutes, Juliana seconded the motion with one revision. Julia Pope was not in attendance at the November meeting. The minutes were accepted and approved.
3. Old Business
 - a. Veteran's Day Fundraiser
The proceeds collected totaled \$1169 and expenses were \$1257 with a balance of \$427 in the agency account per Joy. Discussion continued on whether to donate the shirts or continue to sell on Memorial Day & Veteran's Day. Consensus was to store the shirts in the Patton House attic and sell again prior to both Memorial and Veteran's Day.
 - b. Christmas Parade
Feedback was positive and a big thank you went to all that helped, especially Will Little.
 - c. Renaming Bear Cage to Bear Cave
Beth will submit an email request to Mike and Cc Barbara with the proposal in writing for Mike to present to the Cabinet. Discussion continued about the timing, if approved, coinciding with the New Mascot and/or Bicentennial activities.
 - d. Staff Meeting
Monthly, quarterly and per semester times were discussed along with format. The consensus was to have an informational component/professional development over meet & greet. Food/beverage, if offered, would be the responsibility of the departmental staff hosting vs a department budget expense. Other suggestions were coordinating and announcing the 3-4 sessions for the year as a pilot/test run, having a Q & A panel, inviting attendees to visit the Pryor Street Café for refreshments and inviting faculty to the presentations. Senators will discuss possible presentations with their departments and re-address at the February meeting.
4. New Business
 - a. Flower Fundraiser
PO procedures and budget were discussed. Kayla, if agreeable, will serve as the committee chair with assistance from Beth, Pamela, Chris and Christin. Price comparisons will be sought with a PO submitted by Beth to Sara as the signatory for agency accounts. Questions and discussion continued about the amount spent last year, the number of flowers ordered and the difference between the Professional Development budget and agency account. Per Joy, the PO

from last year was for \$350. Senators will accept funds as flowers are reserved and deposit with the Business Office. Chris/Publications will start on the cards and flyer. The goal is to have the flyer distributed near the next payday.

b. Overtime Policy

There is a new overtime policy and Jeff Powers is working on a Work from Home (WFH) policy to submit to the Cabinet. Discussion continued regarding specific circumstances, discretion with adherence by supervisors, essential personnel and working weekends. Current WFH requests are at the discretion of the supervisor until a policy is in place.

5. Concerns/Announcements

a. Black History Month Events (Free)- RSVP via Eventbrite

i. February 3rd - Lunch & Learn with John Meredith at 11:30 am in the Ballroom

ii. February 25th - From History to Hip Hop featuring Jonathan Blanchard at 7:00 pm in McCandless Hall

6. Adjourned- Meeting adjourned at 10:58 am.

Minutes submitted by Trish Dilullo.