



Agenda

10/26/2022 | 3:00 PM | UC 307

Call to Order – 3:00 PM

President Allen is not able to be here today and Vice President Fisher is taking over for the day.

Approval of Agenda – 3:00 PM Senator Powell Approves this and Senator D’Alimonte seconds Minutes Senator Johnson and Senator Gilbert seconds.

University President’s Report, President Michael Licari – 3:00 PM to 3:15 PM

Dr. Licari was not able to make it. 1. Admissions office this Saturday should reach 700 HS students. Including band participants and football recruits. This is a collective effort to bring them on campus. 2. Design work on the welcome center continues an external walk around was conducted last week. 3. Some events. Halloween percussion concert is Friday 6 and 8 pm. Senator D’Alimonte knows someone who can get you a ticket. Blackout football game Saturday. If you don’t have black wear red. Ghost is Sunday be prepared to be scared a few thousand kids will be there. Awesome costumes. SGA does a lot of fun stuff with that. I’m off book right now. Tuesday at 5 pm is science on tap. SGA festival is November 3rd at 3:30 on the quad. THEC meeting November 3 to talk about capital funding. I cannot answer any questions. Please direct your questions to Dr. Licari. VP Fisher wanted to start the meeting with a thank you from Gena. Getting mail that’s not bills or junk is always great. This seemed like a good thing.

Next up, we have Jasmin Linares with us to talk about the Newton Family Military Resource Center.

Newton Military Family Resource Center, Jasmin Linares – 3:15 PM to 3:30 PM

I am the director of the center. I have been in this position for 8 years 9 next month. 15 years for APSU also. I am going to throw a little party for myself. I started in the veteran’s office as a school certifying official. I was over the VA stuff at Campbell then I moved to student affairs to the fun side to oversee the center since November 2013. I was located in 700 square feet behind the post office. We now have 5200 square feet and we took everything and added more to it. We brought some other people with us. The back shows the areas. Career Services there is an opening there right now. Robert moved to payroll. Bachelors 3 years of military and 1 year in career. We expect a huge number of applicants. We have a student success professional an advisor with us. This is a new position. We wanted that position. Our students need more than 10-15 minutes. You need to be able to answer questions all the way from admission through graduation. We are thrilled to have one FC has two. We work super close with that office. We have an office supervisor I begged for that



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for years. We have Mr. Lord that's a new position. We used to have General Brower in that position. May 2021 Mr. Lord came. We have two not APSU specific Scott Martin from VUB. About 90% or more do select APSU. We wanted the students who may not know where they want to go to come to APSU. We have Vet success on campus that's a VA position. The VA can provide letters of eligibility. With Career Services we had employer pop up. We had them there to hire military students. We will continue to do these things. We do blood drives and we work with operation stand down. About 40-50 bags of nonperishable items for the students. Quoting Mr. Lord, we are the biggest center of our time. By far in the state of TN and KY.

I used to be a part of staff senate I did it twice. The people representing the staff need to know about this. Those of you who don't I wanted you to know about me. We do Greenzone training. A training that should be 4 hours but we do it in an hour and a half. To kind of give you a basic idea of how to work with the military. We are going to be working with the doctoral students in psychology to see if they can do a part two and go more into the PTSD trauma and military sexual assault. I've had a lot of students tell me their stories. We received the Veterans PAVES grant. We have hired a student with a journalist background. In the future we will push through announcements. Financial Aid they did it and Psychology. FC at one point did it all at the same time. If you want us to do a greenzone training. You get a little sticker and certificate. We send newsletters every two weeks or so. You are an ally not a subject matter expert.

We have compiled hundreds of links for scholarships. This is on top of benefits they are already using. We loan free text books texts for vets programs. We also take donations. If you have students in need let us know. It should close today for Fall 2. We'll open it back up the week before the semester starts. Senator Powell asks are you always accepting donations? Yes, we are. Do we need them do we not? We work with sustainability office as well. We recycle all over. We have a link for monetary donations.

VP Fisher has a question: Is there anything we can do as this body to help you in your mission? Jasmin says when I've needed people have been very supportive. If I ever need donations or help people always give a huge support. I call people all the time and currently tabling with College of Business. She asks can you prevent tickets?

Cyber Security – Stephanie Taylor 3:30 to 3:45 PM

This is my second time in this room today. I talked this morning about ransomware. I only have 15 minutes. October is cyber security awareness month. This is a global thing. Created by the President in 2004. All types of organizations participate. In previous years when I was energetic I would have a table. Please read my emails. It's

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amazing how many people don't read my emails. If you haven't done your training please do that. We only have like 65% please do it. If you have not done it it's better and easier than the Trailant training. There is a 10-minute assessment as well. That gives me an idea about how well the training is so we can maybe avoid it. During this month we always have themes. The theme this year is "it's easy to stay safe online". There are four areas 1. Recognize and report phishing. We get lots and lots of those every day. Our system checks these to see if these are a real threat. If you report something it can get identified as a threat and gets pulled out. These emails are landing in the quarantine folder do not mess with the quarantine folder. The only reason we are keeping that is in case the system messes up. If you report phishing it takes it out of your inbox. If we determine it's legit we will put it back for you. You can forward it to apitsecurity and ask us to check it. If you accidentally click on the phish alert its in your deleted. We are getting hammered. Most of these are actual phishes. This is really legitimately bad. The bad guys are making it onto people's networks due to social engineering. They convince people they are real. The bad guys are making it in through compromised accounts. It's because of people. You guys are our first defense. Most of you know we had a ransomware attack on April 27th. It's not as bad as it was. We did not have any data lost we were very lucky. Enable multi factor authentication on anything you can. This means using your face or a text message. Another factor that's tied directly to you. You can use Microsoft authenticator. It's really cool and actually safer. 3. Update your software—phones and personal computer. We are routinely watching your work computers. Software has vulnerabilities and the bad guys know it. They look for a way to get in. 4th: not any less important use strong passwords. We only require 8-character passwords here. You need to be using 16-character passwords or not. You should use something called passphrases. Smush-it all together and change some words to special characters or something. It's going to be a beautiful day. 16 characters or longer. I want to get that expanded here. Maybe we could go whole year and not have to change every 120 days. Unless you get compromised. Use a password manger. Just remember one password. You can use so many. Go out to your iPhone or android. Last pass or MSecure that's a way to keep up with all your password. Don't use the same username and password. If you're like me you have 100s of those. This is encrypted the bad guys can't get in. Lynn says you have 5 minutes left. Stephanie says I was told talk for 10 then they answer questions for 5. Senator Johnson says I just want to say thank you for all your hard word. They only got to 19 of our computers including me. It would have been really bad. Kyle says I have a couple I have seen a few phishes from apsu@apsu how are they doing it? Spoofing. They can kind of hide their real address from this name. Look for that external flag. There are some exceptions. I had to make some during covid like with Maxient. Something coming in from @apsu.edu marked external ask us to check it. Spam phone calls that look like they come from Clarksville. They are getting very creative. Shared files and OneDrive teams etc how are you feeling about that? Our office feels good about that. PID does not go anywhere except on file shares

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shouldn't have on laptops. Private data can go into OneDrive and teams drive most of that is probably that kind of data. Any private data. No external hard drives. It's against university policy we can't control where they are going. A senator did the training but the assessment didn't tell her what she got wrong. Everyone in IT wants to know who got the highest score. If you send me an email I can let you know what you got right. They are hard the assessments are tough. Senator Sanford said I just did an assessment I thought I did something wrong and I had you guys reset. If you have been here all year you got notified back in march and then in October I added the assessment. Trainings.knowbefore.com you should be able to see what you have done so far. I said you have one month but it actually goes through the end of November. It gives me really good data on where we are lacking. Based on these areas I can see where we are and where we should be. We can compare ourselves to peer institutions. One area we didn't do well on was passwords.

Senator Johnson says the training is mandatory but not everyone has done it. Stephanie says I don't have any teeth but someone does. I was kind of hoping it would be HR but we just didn't really force that last year. My VP has asked for a list and wants to get that soon. We would cut off your access. Last time than it takes to drive over and see you. Senator D'Alimonte if someone knew that they would have already done it. She had someone who got phished today and started texting them. Can you give me a gift card can you text me? Don't do it. Senator Christmas says first time on a computer? Three people have gone out and bought gift cards. Stephanie says my boss makes more money than I do he can buy his own gift cards. Stephanie tends to have a trusting personality. Be very careful slow down and be a little suspicious. If it's too good to be true it is. We will never ask for your password. Do not give it out to anyone!

Action Items - 3:45 PM to 3:47 PM

- Support for Current Pending Policies

We actually don't have any policies that are up for review. All the policies have now been signed and moved on so we don't have any at this time. Policy 4:026 gift cards we need to vote on support of the changes. Kelly pulls up the policy. Hannah speaks on zoom and says this is really straightforward. Senator D'Alimonte asks about some verbiage what if it's not a gift card. Kelly usually uploads them in GovsEshop. Can be delivered as professional development funding which can be untaxed. Kristi Moore is an amazing reference point. You can always reach out. Can someone clarify about I was under the impression we can't buy gift cards. Lynn says I would say about your VP about that and they guide how you all specifically are allowed to proceed. Kristie Moore and your VP up through your chain. I can't use an A budget line to purchase gift cards. The bookstore only has Barnes and noble or visa. Senator Perry says payments over \$100 have to be reported to the IRS. Giveaways of more than \$100 have to be filled out and on file. Senator Fisher says is someone able to make a move to

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amend. Kyle moves to approve and Wes seconds. All in favor of approving this as amended none are opposed. We have a quorum we have 26 and a few online too. Next, we are moving on to standing committee reports.

Information Items – 3:47 PM to 3:55 PM

- University Standing Committee Reports- the space committee met on Monday. It was agreed and approved that Browning 17 the basement of Browning will be used as hoteling space. This means there will be work stations for people who don't have an office on campus. It will be available by the conference room booking system. If you work at FC you can reserve a desk and get a space for the day. We do have some employees that are fully remote workers that is an opportunity to turn this into some reservable workspace that came out of that standing committee.
- Staff Senate Committee Reports- Senator D'Alimonte and Senator Gilbert met last week the staff recognition and appreciation committee. We met last Tuesday and we have a really good idea we would like to make sure we are adequately recognizing staff. We would like to get a web form and you can nominate self or otherwise and get them some kudos whether you tell us yourself or someone else does. Let's celebrate big wins small wins. We want to have some monthly awards. Senator Gilbert got some quotes from GIS. We thought 5 a month to hit multiple awards. 900 for 60 plaques. They didn't give me a quote for anything else. If we dropped to 4 it would be \$15 per plaque. Sporty's was more expensive. For the whole year it would be 60. The price point is better at 50 or 60. He would be the bulks from his vendor. Kelley Board says we haven't spent any money yet. The web form you could nominate for a plaque or Lynn we stole your idea for notecards. When I told the GIS people and nobody's ever even thanked me. So, this could be something really positive for staff in general people would be happy to get anything. We wanted to ask for your ideas about polling what to include in the webform. Scholarly division or what? How can you put something in multiple choice or what have you and kind of go from there? We wanted some feedback about what that form should look like basically. We just wanted some input about what info to include and what makes the most sense to you guys. Maybe feeds into your card idea. Here's some cards that others think we should be filling out. Vice President Fisher is wanting to make sure we are out of here at the right time. Why don't you guys spend some time thinking about this. Any questions or discussions. Senator Christmas said instead of having the question or the committee decides who will get the plaques and the rest gets the notes or whatever. Breana says for the webform send a thank you or send a congratulations or thank you for your service. Other thoughts or comments. Jasmin says I am not a part of staff senate SLE Victor Felts does awards and he has all these forms. Senator Barnes says we do character counts and they receive recognition. We give

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them to everyone. They all get printed it's in peaylink. If you have more ideas tell Jess or Jana. (Senators D'Alimonte & Gilbert)

The constitution is meeting on 10/31. We will have something to review next meeting.

- Halloween Costume Contest- you've been bombarded with cool emails. Please encourage people to participate there will be prizes. Thank you and Senator Gilbert has donated a trophy. Photos sent to staffsenate@apsu.edu by 2pm. Halloween day get your picture of you and your Boos!
- Monthly Social for November- So far, we have done a soccer game and wood wind and also a mixer. What do yall want to do in November? Basketball or Zombie prom. It's a play a musical actually the 17th through the 20th. Tickets are \$10 each. Kat says they really need some support. Donna has been working really hard getting costumes made. My student worker is in the play. Strong support for Zombie prom. Hannah says the play is a great idea. It looked good that we were there. We might have been the only non-parents there. Kelly will send out a poll. Next month's meeting is one week early because of Thanksgiving. VP Fisher would like to introduce the idea of attitude of gratitude. She would like you to think of someone over the next month who is doing a good job and say he I noticed you doing this and I appreciate it. At the end of the meeting I'll collect them. You've got three weeks to think of one coworker to support. Any other announcements or things that need to be said? For the good of the order. Motion to adjourn.

Senator Updates and Announcements – 3:55 PM to 4:00 PM

The meeting is adjourned at 4:02 pm.

- Next Meeting
 - 11/16/2022 | 3:00 PM | UC 307

Adjourn – 4:00 PM
