

Staff Senate

Minutes

11/16/2022 | 3:00 PM | UC 307

Call to Order – 3:00 PM

Approval of Minutes- Approved

Approval of Agenda – 3:00 PM- Senator Bailey motions and seconded by Treasurer Board. There is no discussion although President Allen mentions we did have to make last minute time changes.

University President's Report, President Michael Licari – 3:00 PM to 3:10 PM

Dr. Licari wants to give an update on the state budget process the first stage kicked off about a week and half ago they voted about a week and half ago for the governor's budget. You want to get out of the box in the race. You have to get into the budget for the governor or you have to find a way later on. The good news is the commission approved a set of things that are really good for us. You are well aware our budget is exposed to the performance funding formula. This coming fiscal year we have a 13.7% increase in state appropriations that's the largest out of any school in the entire state. We are ready for this more than any other LGI or member of the UT system or community college. Our numbers will go to nearly 76 million that's a nice starting point for us. The commission also approved the staff's recommendation regarding tuition. Right now, it's non-binding. The starting point would allow for a 0-3% increase this would come from additional state appropriations money. The state wants to hold tuition increases down as much as possible they also understand we can't afford to do that without some help. When inflation is 6-8% and we can only go up 3% they understand we would need help. There was also another scenario which would be 0%. There is a scenario in the mix that would be a 0% increase which would include a larger chunk of money from the state I am pretty happy with either of the two scenarios. The last piece is capital funds. These are buildings and large permanent improvements to campus. If you recall we were needing to go back to the commission and the state for \$35 billion extra to pay for the professional health building. These were on the THEC list as an unranked item. It wasn't a new project. The state approved it last year and that went through as well. This makes us happy. Now, it's up to us to make sure these things stay in the budget rather than trying to get them added later on. I feel pretty good about the initial stages. We got out of the box the best we could hope for. I rarely leave a THEC meeting that happy. The drive back was really pleasant. The only other thing in my 10 minutes. We made our case Saturday on the football field. We will see what happens regarding the playoffs. It's really hard you have to be almost undefeated. We don't play a game that matters for us Saturday thank goodness. It's Alabama oh man. A lot of other schools do in our conference. The best-case scenario is for Jacksonville State to beat Central Arkansas then we would be co conference champions. We would be right at the top. We put a bid in to host the first round of

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NCAA play offs that would be a Saturday afternoon game thanksgiving weekend. Senator Powell asks what contributed to the 13.7% increase the formula is very complicated it hinges on things like degrees conferred per capita basically, retention and graduation rate those have been increasing. How many freshmen make it to the second year. Only talking about first-time full-time freshman. We get non-traditional bonuses, we do pretty well here. On the academic side it comes down to programs and which ones are accredited or could be accredited. We usually come out looking really good on the student success part of the formula and that's really what matters. Senator DeSpain says when will the road around the school will be done. College Street? God, I hope it's quick. He says I live on the road and it sucks. They work overnight. They put the halogen lights out there and the loud trucks they are months behind schedule. Supposed to be done before homecoming. It didn't even start until late October. Senator Obrien says they did pave university maybe they are close but it's a state project. Could be tomorrow could be next year. Senator Bailey wants to give a heartfelt thank you for Wednesday. Absolutely, that's always a tough day we haven't lived near our family in 32 years. We have always had to travel. Thanksgiving is actually worse than Christmas. Traveling on the day of thanksgiving sucks. Senator Johnson says enrollment has went down again this fall how will that affect us this year? Inside of this fiscal year it won't. We have the money. I am very grateful for the recommendations of additional appropriations. I met with Shahrooz earlier today if these all line up we will be balanced for next year. Any additional spending will be from enrollment growth. The challenge is the 2019 class of freshman was about 17-18% smaller than the 2018 class. Our senior class right now is very small. The junior class is really small. We had two really bad enrollment cycles 2019 and 2020 that shrunk the size of the freshman class by 1/3. We need to shed that right. The last two freshman classes were up somewhere between 1-3% that's why we have more freshman but fewer overall students. The increase in freshman can't make up for the huge decreases. Once we flush out those small classes. Senator Dickens says the funding formula when we aren't graduating as much how does that work. It's % not totals and raw numbers we will get hurt because the raw numbers are going down but so are everyone's it's relative to how everyone is doing if you are kicking ass when everyone sucks it's a all good but if you kick ass and everyone kicks ass it's really hard. Nobody else is super eager to share their data until you absolutely have to. Our raw numbers will go down that's true.

Parking and Transportation, Rasheda Smith – 3:10 PM to 3:25 PM

Rasheda says how is everyone doing? Most people know me or you've gotten an email. With respect to time I chose a few topics that are less known. One of the big things people have questions is the health professions building what will happen to Lot 8? Lot 7 the Burt lot will be combined faculty staff and students. Lot 8 has 186 parking lot 7 has 495. Once we move our faculty staff over from 8 to 7 students will

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see a loss of 273 parking stalls. Lot 5 is a commuter lot. I have some maps to pass around so you can know where these are. Lot 5 will change from an over flow lot to a commuter lot they will get 187 spaces back. They will still lose 86 spaces. With faculty staff- 157 spaces will go to faculty staff. Lot 12 we will turn that into a faculty staff lot. Faculty staff will lose up to 13 spaces. We are told we will gain some back with the health professions building. We switched to AIM parking software this is a more user-friendly software. One thing this software lets us do is set up departmental account. I can send you step by step instructions how you can obtain your visitor pass. You just need an email address for where you want to send it. I've set up a lot but if you need one just send me an email. Pay by plate lots on campus are on the outskirts lots 28,29,30,32, and 26. 26 is offline right now due to the construction of the arena. These work by our downtown Clarksville parking works by the city saying we have all these people working and we have nowhere to park. You can pay \$2-5 and if you have an APSU idea you can park for free. When event parking comes into play this will change. With the arena we have identified 15 lots across campus that people can park in the pricing isn't set but at 5pm those affiliated with APSU will have to vacate or you'll have to pay the event price to park there or all day on the weekends. Senator Powell asks will there be notifications when there are events? We will have to find out when these events are happening. We will send out an announcement when we have everything together. Another change is with the vanity places the APSUGOVs plates. We use LPR technology there are cameras on the parking cars that go scan your vehicles. The vanity places were \$10 each but this year your first place is free but replacements are \$10 or if you need a second one. The vanity plate is not a permit it's a second license plate you also have to register your vanity plate to your license plate. We had questions about the GO weekends and those lots being blocked that's not me that would admissions. If you get a vanity plate this year do they expire asks Senator Gilbert? No. When there is events on campus and people reserve spots are there any consequences if they don't use them? There are no consequences. If an event is canceled. Senator Allen someone reserved 20 spaces in the McCord lot and they didn't get used all day. Rasheda will present that to the parking committee. Senator Board says pay to play when it comes to effect if we have to happen to work in a lot and it's a weekend we have to work a home game will there be anything special? We run into that with the bookstore. That's something we are working on. This concept is so new and not every question has an answer right now. Why is employee parking disrupted for Go weekends? And you said that's admissions. Senator Christmas asks where will the revenue come to the university or be split to the arena? Rasheda said if it's athletics there are talks about how it will be split between the arena and athletics. Right now, that's not set in stone yet. VP Fisher says I hear this a lot and I sit next to the parking office. So, in august you need all faculty and staff to register do we have to go see Monice? Do we have to go see her? Don't yell at her!! She's great she gets yelled at all the time. You do not have to come in you can access AIM parking online with your SSO. Give us a call if you have any questions. If you are set on coming in you can do

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that as well but you do not have to do this. You can now delete vehicles from your account. Say if you get a rental and you need to add this. Senator Johnson and Senator Christmas say it's great. Senator Thompson asks will there be a canned food drive? Not right now. We were helping out the food pantry they are self-sustaining now. Students are expecting us to do that and they save that citation until the food program is run so no we are not going to do that.

Action Items – 3:25 PM to 3:35 PM

- Support for Current Pending Policies- you can't use annual leave as a last working day. That's not how it works. Your last working day is the day you are working. Senator Gilbert asks how does that impact retirement? Terminal leave is different to stay on the payroll as an active employee. Only applies to retirees. The next change is under sick leave. Use of sick leave for family members other than immediate families. We want to take out the limitations and just leave it up to your supervision. We added nieces and nephews. We took out the second of having to use sick leave we can change the 3 day of bereavement leave that's a TN code thing. We wanted it to be supervisor discretion. I am pretty sure that's all the changes I don't remember all the others. You can leave a public comment. Just wanted to see if there are any other comments or concerns about the changes. If there are aren't any I will entertain a motion Senator White motions and Senator Kilpatrick seconds. Everyone says AYE none opposed. The motion carries.
- Employee Discounts Task Force

Information Items – 3:35 PM to 3:55 PM

- University Standing Committee Reports
- Constitution and Bi-laws Committee Report- we had a spirited meeting on Halloween. VP Fisher says these were never changed since April of 2020 a lot of the work we did was in getting the format together. These two were an elephant written by a committee. VP Fisher says there are two different definitions of quorum. Article 1 section 2 a quorum is required and consists of 50% of the body. If quorum is not achieved we can't vote. Approval is based on 50% + 1 in the event of a tie the staff senate president will vote to break the tie. We can use straight up Robert's rules of order or we can modify them. Should we modify the Robert's rules? Senator Perry says we aren't even following them now so I think we should make it be more relaxed. Senator Fisher will send these out before people vote on them. Article 3 Section 4, we voted to maybe scratch this. So, currently we have two committees it seems weird to have everyone on two committees. Should we strike it or know we won't fill it. Senator Christmas says let's consider more committees for people to serve. Let me add a comment we did have 5-6 we did like a round poll and only two of them actually met and did anything. If we do develop more let's make sure they are meaningful. The article 2

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- section 2, sub section A should be one representative for 1 employee per 10 employees. The idea that the committee that met is how about fully remote people? Is it worth adding two representatives to represent the fully remote people? Should we have 2-5 or whatever people to represent the full remote people. They work for us. These are people who work on campus but not show up. Senator White says this would take them out of the count for your division they wouldn't count for your division they would count for the remote workers. That is the option we are entertaining. Senator Powell asks do we have a number? The advise TN number is about 50 but they were already separated. Lynn says some of our current on campus folks are going fully remote. Senator Allen says let's see how many remote workers we have in each division I can ask Anthony Roark. Senator Gilbert says yes if we don't know the different numbers or they have 5 remote people that could be an issue. We do not prevent remote workers from being nominated. He says that's what I am getting at. They still participate in departmental meetings etc. They would still be privy to that. They are still operating within that division. One department might pull some people back. Senator D'Alimonte could we just add more positions to level that out? Like add more to offset a remote person? Are we able to do that? Senator Christmas says I just think in terms of representation it's not like they are meeting with all the remote people on campus I doubt they even know who else is working remotely a lot of these are private accommodations. Senator Briones asks are they counted? Yes, they are currently. We did separate out the advise TN numbers. We have so many. We didn't have anyone be nominated is there even an interest? Senator Fisher says leaning towards perhaps not. The next part is related to the treasurer we don't have anything solid to say when we have to find out about the treasurer. We are thinking that person should report when changes are made. You will alert us when we have spent money. Senator fisher will send this out with the track changes. According to our constitution we will vote on it. I encourage you to read it. Can we add the communications officer position she is here with us and does help with a lot. Any other questions?
- Staff Recognition and Appreciation Committee Report- We met with the maybe two weeks ago. We've had some feedback from the 10.26 meeting about what the form entails and where would we put it. We indicated they were all card worthy we have the name self-nominating or recipient by someone else their supervisor. Choose about thanking congratulations etc. A narrative about the staff item or leave a note to be optional just a little extra and the submitter. This would be on the staff senate website. We discussed linking up with the student affairs form so we thought it would be best if it lived on our site but point to their site to generate traffic to both. Their form whose form? Character Counts student life and engagement. That way we wouldn't be taking their thunder. Here's our form. We didn't want to point

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everyone. Gena read the minutes she sent me a place she's gotten plaques from and it might be cheaper when I have a chance to look into it. It's trophies from crown awards it's more like \$5-6. GIS is \$15 and sporty's is close to the GIS. Since they will all be the same I will look into this. Would we do this every quarter or every month? If we find them for cheap it would be a good idea. If you get a plaque you are going to the put that up might be prouder of. January, we want to get everything finalized next meeting. She didn't say how long it takes it looks smooth we wouldn't be waiting like four months she ordered them for personal purposes. Could we order it with the logo though? Yes, Bill would need to approve that. It would be internal paid for with our funds. Maybe for the December meeting if we could have the form up on the website maybe not published. Jasmine does update the website and if there are issues it's Hannah and Jacob. They could help with that. If we can get the form loaded on the site ready to publish and release information in December maybe send something out before new years/winter break and maybe do an end of the month thing. We could go live in January and get it out in February. The senate does not meet in the summer but staff are here. Senator D'Alimonte says that's why we need a June and July. The only people who can get that are the people who look at the website how do we get that back. JJ says it can be automated to send to anyone's email. All committee members or just one whatever you think is best. Do you want just the committee or the full senate—we had said just the committee but if everyone wants to vote that might push everyone back. If people do written submissions everyone would need to read all. Senator Allen says I think it's great to give the committee the charge to read them and decide. That charge sounds good.

- Standing committee report- we recognize Senator Barnes thanks to Yanna Barnes we can get alerts in other languages the committee wanted to thank her for the efforts.
- Help an Elf—Hannah says can we use Venmo or PayPal instead of cash? In the email I will provide a venmo? Senator Turner says what Venmo? Would have to be a personal one. Senator Gilbert says if you go over the \$600 it's a tax thing. Senator D'Alimonte says she will do it and Senator Gilbert says the print shop has been a donation spot. A non-senator would be taking the money. They have a cash register. Possibly a non-senator would be accepting some of the money. Black Friday is a big day for discounts. When should we collect everything? By 11/23? That's a holiday a lot of people might be out. Would the 28th be pushing it. Senator D'Alimonte asks does anyone want to shop? Do we share with all of staff senate? Now a lot of areas get them also. We can go tell our areas we are doing this if you want to do it and we don't have to send it to everyone but we can still reach out people. Lots of smaller departments that don't. Last year we collected \$700 with three kids. Senator Powell says if we do sell the least maybe an excel form. Can the drop offs be

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- the same as funds? Yes, we have lots of space in the print shop. Hannah can be a drop off. Physical plant okay? Like with Michelle? Yeah between Senators Powell, Fisher, and Turner. When we tell them to go to the physical plant where do they go? To the front lobby. Any other discussion. Senator Perry can Senator D'Alimonte do you have zelle? Can you put zelle on there? For sure. Contact Jessica for all your money needs. Jessica will send that out.
- Monthly Social for December- TBD

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

- Next Meeting
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Adjourn – 4:00 PM- Senator Johnson motions and Treasurer Board seconds.