Date: Wednesday, March 27, 2019
Time: 3:00 pm
Location: MUC 307


Call to order - Meeting called to order at 3:03 pm by Interim SS Vice President Matthew Kilpatrick

Approval of today’s agenda- Motion made by Senator Margaret Douglas; second by Senator Michele McGowan

Guest Speakers
Vice President for External Affairs, Ronald Bailey (10 minutes)
- Introduced himself; 18 months since his retirement.
- Shared many accomplishments and the road to APSU.
- Reminded SS of Dr. White’s Listening Tour. Due to the comments she received, he was asked to share ideas on the betterment of our campus communication. His question to SS is: “What is the best way to communicate with faculty and staff?” One solution that has been mentioned is creating a platform on Peaymobile just for faculty and staff. Currently peaymobile is being used for students. However, the idea came about that it might be a great tool to push out information to all of us.

Q/A: Senator Crystal Faulkner: Would this information only be sent out via app? Would the emails stop? General Bailey: No clear answer given…
Q/A: Senator Tonika East: Is peaymobile as app? General Bailey: Yes, it is.
Q/A: Senator Barbara Tucker: Is there data on the ages of our faculty and staff? Depending on their age, one concern might be that they don’t want to use an app. General Bailey: No data at this time; good point.
Q/A: Senator Patrice Dubinin: Personally, the graphics never load for me. Collective SS: You have to actually click to download them.
Q/A: Senator Marcelius Braxton: There are currently so many email. Is there something we can do to mainstream all of the information just into one thing? Senator Kelly Carpenter: We want the daily GovSays back. Regarding the data on emails being opened, etc… some of that data may be skewed. Many may not click to open the actual email but instead just read through it in their reading pane. Senator Jasmin Linares: To be fair, they wanted to give Top Hat, etc… a chance to see if it would fix an issue. However, here we are now, still talking about this issue…

Assistant Director of Annual Giving, Sam Mynhier (5 minutes)
- Govs Give Campaign time: Be a #GovsGive Champion! Donations made to college or area of choice. When: April 8-11th; Noon to Noon. APSU goal: $200,000. Donations up to $250
will be matched. Email will go out Monday with more information, the link for donations, how to give/how to push the info out and links for all of the social media platforms. (toolkit)

DON'T WAIT-GIVE NOW!

- 8th – College of Business
- 9th – Behavioral Health Sciences | Student Affairs | College of Education
- 10th – College of Arts and Letters | College of Graduate Studies
- 11th – STEM | Athletics

Q/A: Senator Marcelius Braxton: Has there been any talk about using apps such as the cash app or venmo for donations? Students seem to prefer this option more. Mr. Mynhier: I am actually working on this but it will not be ready for this year.

President’s Report
- Healthy Workplace Policy
  - Information viewed on screen
    - Encouraged colleagues to post a comment to show support for this policy

Treasurer’s Report
- n/a

New Business
- n/a

Old Business
- n/a

University Standing Committee Reports
- n/a

Staff Senate Committee Reports
- Awards Committee
  - No report
- Constitution and Bylaws Committee
  - 1st read & discussion/comments
    - Reviewed each document on screen; Read through provided by Senator Marcelius Braxton

Q/A: Senator Tonika East: Is this the actual “first reading?” Senator Marcelius Braxton: There is nothing actually to state how we go about doing this but as a committee, we wanted to give it a month which is why this is being presented at this meeting.

Q/A: Senator Kelly Carpenter: If we do have questions or we have answers to questions that you posed within the document, how should we go about asking them or making comments to you?

Senator Marcelius Braxton: Review the document and send an email to the committee and we will collect them. Deadline for these submissions is 1 week before the next staff senate meeting. Also, please differentiate between typing/grammatical errors versus comments/suggestions/answers to content. braxtonm@apsu.edu leonarda@apsu.edu
• Social Responsibility Committee
  o Senator Kelly Carpenter: Plant the Campus Red. This is the 20th anniversary of the tornado! Please don’t forget that you need your supervisors’ approval. Sign up [here](#)! They need team leads! Date: April 18 Time: 2-4:30p.

• PeayBay Committee
  o No report

• Staff Appreciation Committee
  o Senator Cecil Wilson: Our committee met with Executive Director and Chief Human Resources Officer, Sheraine Gilliam-Holmes re: some of what we do here in SS. Mainly because it seems like HR might be a better fit for some items. They have a lot of ideas to share with us and they will be doing that very soon.

• Strategic Plan Committee
  o 1st read & motion of Constitution Edits for the Communications Officer
    ▪ Information viewed on screen
    ▪ Senator Crystal Faulkner shared:
      • Position would deal mainly with the marketing and communications within SS
      • Committee met to define the information for communications officer and this is what was proposed.
      • Please review information and submit comments, suggestions, etc... by end of business day, Wednesday, April 3rd. Submit to Crystal: faulknerc@apsu.edu and/or Angie: leonarda@apsu.edu
      • We will be voting on this at next month’s meeting. The election of this position won’t take place until the beginning of the semester.
      • Motion made by Senator Crystal Faulkner; MOTION APPROVED

• Sustainability Committee
  o No report

Department/Division Updates

Announcements

• Senator Tonika East: Monday begins APSU Career Week! There will be plenty of personal and professional development opportunities and giveaways. We will kick the week off on Monday, March 19 at 9 am in the MUC Lobby with a Jobs4Govs registration drive and refreshments. Not to mention Patra Corporation, Target, Coca-Cola and the Memphis Police Department will be visiting campus during the week. For the full details of Career Week visit [us](#)!

• Senator Patrice Dubinin: Records Destruction Day: Thursday 4/25. We do not want to be audited and if we do, make sure you are up-to-date on information you need to know. Visit [here](#) to learn more or email Patrice: dubininp@apsu.edu for more information. Please utitlize this opportunity!

Next Meeting – Wednesday, April 24th / 3p / MUC 307
Adjourn – Motion to adjourn made by Senator Margaret Douglas; Second by Senator Kelly Carpenter

Meeting Adjourned at 3:42 pm

Notes:

Senator Elitha Johnson: Is it possible to get an email of the list of committees and who is on them?
Senator Angie Leonard: Yes, I will take care of that!