

# Staff Senate

## Minutes

12/18/2019 | 3:00 PM | UC 307

### Call to Order

Meeting was not officially called to order. There were not enough members present to have a quorum. (16 members present, 32 needed for a quorum.)

### Approval of Today's Agenda

N/A

### Presidents Report

N/A

### Treasurer's Report

N/A

### Old Business

- **Help an Elf Update**
  - Senator Kelly stated the university adopted a family of four, the largest we have ever done. Each child received the toy/item on their wish list in addition to clothing. Senator Kelly thanked everyone who helped with this endeavor.

### New Business

- **President White**
  - Brought holiday greetings to the staff senate. She thanked the members present for our hard work and dedication to the university.
- **Vice President Election**
  - Tabled for a meeting with quorum.
- **Senator Matthew opened the floor to ideas to improve staff senate attendance and involvement.**
  - Ensuring we are delivering information back to our departments so that information is shared.
  - Work on updating the Staff Senate website to improve functionality.

### University Standing Committee Reports

#### Staff Senate Committee Selection

- Awards Committee
- Constitution and Bylaws Committee
- PeayBay Committee
- Social Responsibility Committee
- Staff Appreciation Committee
- Strategic Planning Committee - NR

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- Sustainability Committee

### Department/Division Updates

- N/A

### Announcements

- **Senator Weyant:**
  - Payroll was processed a day early for all employees before the holiday break.
  - Extra comp forms must be in by Friday, December 20 to be processed.
- **Upcoming Spring Staff Senate Dates:**
  - January 29, 2020
  - February 26, 2020
  - March 25, 2020
  - April 29, 2020
  - May 27, 2020
  - Calendar invites will be sent out soon!

**Adjourn:** No adjournment since the meeting was informal.

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