## Staff Senate Agenda

## June 26, 2024

Location: G-137, 11:20am – 12:35pm

- 1. Call to Order/Roll Call
  - Ashley Jones motioned to call the meeting to order at 11:22AM, Kate Spalding seconded
  - b. The following senators were absent from the meeting: David Bush, Ryan Orlando, Megan Taylor, Renee Tolliver, David Walsh
- 2. Approval of Minutes
  - a. Ashley Jones motioned to approve the April meeting minutes, Dan Hickson seconded
- 3. President's Report
  - a. Update on Centralized Employee Computer Replacement Program
    - i. Monica reached out to S Huston: the age of the computer, warranty, and hardware specs will determine how computers are replaced and in what order
    - ii. Monica expressed concerned about staff who don't have laptops, but want to WFH starting in the Fall—it will be mentioned to his team as they are still working through the process
  - b. Update on conclusion of the Variable Work Week Pilot
    - i. See Monica's notes (attached)
  - c. Ex-officio introductions
    - Waiting on rec from CWA (Kate Spalding most likely) and Police, Fac and Student Senate
    - ii. William Hamilton appointed from IPTFE will join Maria Spade
- 4. Vice President's Report
  - a. n/a
- 5. Treasurer's Report
  - a. Budget report
    - i. FY24 budget of \$1500 was exhausted at the Meet Your Senators
- 6. Secretary's Report
  - a. SharePoint updated
  - b. Will review at Senator Retreat in August
- 7. Historian's Report
  - a. Website updated
- 8. Standing Staff Senate Committee Reports
  - a. All reports due to VP/StaffSenate@stockton.edu 7 working days prior to meeting
  - b. Looking for 2 chairs, elections and bylaws
    - i. 2 years, employed for at least 12 months and been a senator for 12 months
    - ii. Please emailing Lisa/Monica
  - c. Elections Committee

- i. IT issues with Qualtrics, the decision was made to suspend voting until C. Roberts can get a better idea of Qualtrics troubleshooting. Met with M. Richards yesterday, pointed out where the problem was. New template was created, test was sent out to a hand full of people, made minor changes based on their suggestions. Should be ready to resend and do new election beginning after the meeting today. Election will be left open for a week. EOB, Wednesday, July 3<sup>rd</sup>. VP, at large, open senator for UA.
  - 1. Attach all bylaws to new email as per Monica
- d. By-Laws Committee
  - i. N/A
- e. Information Technology Committee
  - i. N/A conversion process
- f. Diversity and Inclusion Committee
  - i. N/A
- g. Event Planning Committee
  - i. Waiting on FY 25 budget
  - ii. Consider future planning for the year
  - iii. Summer senator retreat
- 9. Updates from University Committees
  - a. Morale Committee
    - i. The committee should submit a report to everyone. The committee is not being disbanded, but other committees will be created out of the results. Some information may take a lot of time with monetary issues and board approval.
  - b. University Planning Committee
    - i. Last meeting was cancelled. In May preliminary results were released.
    - ii. Strategic Planning
      - 1. Good conversation with staff last week
      - 2. Confident with Dr. Palladino that all voices will be seen and heard during the process
      - 3. Reaching out more to request staff involvement on sub committees
  - c. Title 9 Committee
    - i. Megan Taylor will represent Staff Senate. No information to share at this time.
  - d. Expansion Committee
    - i. June 19<sup>th</sup>, given a presentation on the feasibility study on AC expansion, next meeting in July they will make recommendations to the President. Not sure when the content will be published.

### 10. New Business

- a. New committees
  - i. OHR/Flexible Work Procedure Taskforce\*
    - 1. Responsible for working with OHR on how flexible schedules are approved across campus. Contact Staff Senate if you are interested.
  - ii. Off-Site campuses Committee\*
    - 1. Nick Z had mentioned this at our last open meeting.

 Many staff raised concerns about off campus staff and advocated for the needs. \*see Nick's notes (attached)\*

#### 11. Old Business

# 12. Open Floor

- a. (Spade)How long will the election be open? 1 week.
- b. (Zoom)Review the notes about flexible work again.
- c. (Zoom)Were survey results shared with the President and Dr. Sass?
  - i. Not directly, summary was made and discussed to create the questions presented in the meeting.
- d. (Manger)The student survey about the WFH decision—why hasn't it been distributed or made available? Monica has a copy, but she will reach out to see if she is allowed to share it with Staff Senate. If the survey is influencing the decision, then it should be shared. What other information was used? It is continuing to be pursued and asked for?
- e. (Zoom)Is the 5-day work week back yes. End of the pilot, August 31, back to 5 days.
- f. (Manger)Michael Angulo was the last communication, when is the next communication? Taskforce will be used to make protocols, but the flexibility needs to be addressed with the DE and managers.
  - i. Monica will continue to ask the questions.
  - ii. Can we ask President and Sass to clarify that managers have been told what options are available to staff and sending an email out about?
- g. Is there an option to extend the 4-day work week? President Joe and Sass were very adamant at the meeting that the 4-day work week will be concluded. Monica does not foresee this taking a long time, people will need to be aware that the options exist.
- h. Zupenda added an agenda item that was not discussed. It will be added to the agenda for next meeting.
- i. Nick Z asked when will we hear about the Offsite Committee?
  - i. There will be a vote to approve at the next meeting, and we will garner interest from members.

## 13. Adjournment

a. Ashley Jones motioned to adjourn at 12:24PM, Julie Shockley seconded