



STAFF SENATE MEETING MINUTES
Tuesday, February 4, 2020, 10:00 AM (Lois Grier Room)

- I. Call to Order
- II. Roll Call: Eddie Shaw, Amanda Morgan, Ashley Wilkie, Tammie Mallory, Vernon Peppers, Kim Shannon, Greg Allen, Justin Burger, Laura Brown, Kent Atkins, Susan Wood, ~~Tracy Clifton, Corey Anthony, Kenneth Callihan, Anissa Lawrence~~
- III. Special Guests
 - a. Taylor Johnston, Director of Institutional Effectiveness (New Degrees Under Development)
 - i. Presented on the fall 2020 programs that are currently going through the approval process.
 - ii. New programs both here at the main campus and University Center including Bachelor and Master's level. Programs are not able to be advertised at this time. Check with Taylor for more details.
 - b. Dr. Andre' Lubecke, Professor of Mathematics/Chair of the Faculty Senate Curriculum Committee
 - i. Change in general education requirements from 42 hours to 35 hours to assist in the transition of transfer students to the institution.
 - ii. Some general education requirements may be waived, but a minimum of 30 hours must be completed for graduation.
- IV. Approval of Minutes from November 5, 2019, December 3, 2019, and January 7, 2020
 - a. Minutes approved for November, December, and January, along with the attached SS Board Report.
 - b. All files sent to Dawn and uploaded to the website.
- V. Chair Report
 - a. Welcome Senator Tammie Mallory
 - i. Tammie from Academic Affairs- College of Science and Mathematics; moving into the seat of Jim Layman. Tammie to serve on the Elections and Bylaws Committee (Kim, Kent, Vernon).
 - b. Employee Engagement Initiatives (Human Resources)
 - i. Lander is introducing a new (EAP) Employee Assistance Program (LifeServices) on February 6, 2020. (There will be 10:00 a.m. and 1:00 p.m. informational sessions in the Lois Grier Room)
 - ii. February 7th, wear red day.
 - iii. Homecoming Activities will be sent out via email;
 - 1. February 17th- Paint Lander Blue- Decorating Competition
 - 2. February 18th- Throwback Showcase 9pm Horne Arena
 - 3. February 19th Wear your LU gear
 - 4. February 20th- Bearcat Blast Games
 - 5. February 21st- Fan Fest- Soap Box (faculty/staff can participate) Parade at 4pm
 - 6. February 22nd- Homecoming Tailgate- Contact Demario for details
 - iv. Please encourage your staff and all employees in your area to allow them the opportunity to attend all the employee engagement opportunities that HR hosts.
 - c. All-Staff Assembly (Action Items) **March 3, 2020 at 9:00 am in LC 200*
 - i. Various divisional updates to be provided
 - ii. Refreshments have been ordered
 - iii. Update your committee presentation by February 18, 2020

- iv. Justin and Laura will send out announcements two weeks prior
 - v. Committee Updates
 - d. Potential Guests for Future Meetings
 - e. Staffing Updates
- VI. Committee Reports
 - a. Employee Appreciation and Recognition
 - i. Birthday Club: Launched in January, cards sent through campus mail. Being sent out weekly now.
 - ii. Department Spotlight: All selected for 2020, Scheduled for every second Tuesday of each month, Breakfast dates turned into Aramark. Need headcounts.
 - iii. Staff Senate Assembly: Refreshments ordered, for 40 people, \$200.00 spent, setup by LC200.
 - b. Elections and Bylaws
 - i. Add Tammie and resend the Bylaws
 - ii. Identify Senators that will roll off the Senate and determine available seats by area:
 - 1. Academic Affairs: 2 seats, Anissa Lawrence rolls off- 1 seat available
 - 2. Athletics: 2 seats, Kent Atkins rolls off- 1 seat available
 - 3. Business Administration: 5 seats, Greg Allen moves off, Eddie Shaw moves to Chair, 2 seats available
 - 4. Enrollment Management: 2 Seats, Susan Wood rolls off- 1 seat available
 - 5. President's Office: 2 seats, 1 seat available
 - 6. Student Affairs: 2 seats, Kim Shannon rolls off, 1 seat available
 - c. Professional Development
 - i. Kaufmann Leadership Institute, the next class held, everyone should apply
 - d. Communications
 - i. NA
- VII. Old Business
 - a. Zach Helms recommendation regarding a Young Professionals Group at Lander
 - i. Greenwood Connect YP Program - share with all new staff and Lander. Van Taylor to send information to Eddie Shaw to share with the group.
 - b. Follow up on Previous Online Comments
 - i. Suggestion submitted on personal printing/payment within the Print Shop. **This is not an actionable item.*
- VIII. New Business
 - a. Online Comments
 - b. Area Specific Feedback
 - i. All Homecoming Announcements on the Lander Website under the Student Affairs tab.
- IX. Meeting Adjourned at 11:04 a.m.

Meeting Minutes Respectfully Submitted by: Amanda Morgan, Secretary
