# Staff Senate Meeting – March 11, 2024

In person attendance:

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| Aimee Kane | Amonte Hampton | Andrew McCanless |
| Caitlyn O’Kelley | Carla Budinsky | Donald Spencer |
| Hadley Cottingham | Jacqueline Winters-Allen | Janice Malone |
| Jenna Scanling | Jessica Redding | Kelley Price |
| Becca Cox | Lindsey Jefferson | Mark Kirkley |
| Melissa Lappe | Qing Qing Norris | Raquel Monteroso |
| Robert Bridges | Ryan Capps | Savannah Lockman |
| Susanne Rothery | Timothy Murphy | Patrick Steimer |

Online attendance: Molly First

Members absent:

|  |  |  |
| --- | --- | --- |
| Brittney Scott | Claire Rutte | Cynthia Tatis |
| Daniel Terry | James Stinchcomb | Sanjoosh Akkinei |

* Motion on the minutes:
	+ Jenna Scanling – motion
	+ Mark Kirkley – second
	+ Minutes passed as listed.

An announcement was made that donuts for the Senators are at the front of the room.

* Old Business
	+ Membership assignments have been recorded. Some committees are light and may need to be edited.
* New Business
	+ Strategic Planning:
		- Some people are rolling off at the end of the year.
		- Deadline for Star Staff nominations is on March 31, 2024.
		- USG Conference Planning Committee
			* Conference plans are developing.
			* Have one speaker and are working with Strat Comm to develop virtual home page.
			* Reach out to Rob Bridges if you want to attend.
		- Shamrock Campaign:
			* Already received orders for $99 for ShamRocks.
			* Orders needed by Thursday and ShamRocks will be sent out Friday, March 16, 2024.
			* Last year there were issues with orders not sending payment to SS. That issue has been resolved for this year.
* Committee Reports
	+ Budget: no new updates
		- SS: 1250
		- Foundation: 2017
	+ Communications: Shamrock fundraiser (flyer that Hadley can send)
		- Social media form should be ready in the next 2 weeks.
		- Questions about the resource account for Staff Senate.
	+ Policy: committee met last week
		- New business: moving forward with cohort schedule going forward (May, June, and July)
		- Can send minutes if desired.
		- New policies:
			* professional policy on pets for staff that live on campus.
		- Several HR policies up for review.
			* ADA: updates
			* Performance: name change
			* Service animal accounts: updated policy.
			* Smoke free – updated to include vaping on university grounds.
			* Several policies up for review in April
	+ Staff Development: nominations accepted for Star Staff through the end of the month.
	+ Bylaws: asked to wait until the end of the meeting
* Presentation: Joe Lamb with PDC and EHS
	+ Project Updates
		- Asst. Vice President of construction; 20 years in higher ed
		- Planning, Design And construction site updated
		- Leadership Team; contact Karina Movala
		- Introduction of the Leadership Team (see slide)
	+ Explained the difference between a project and a repair
		- Flooring
		- Structural
		- Occupancy change
		- Construction
	+ Responsibility to Managing Projects
		- Public Works are under Board of Regents
		- Legally obligated to comply with USG procurement policies.
		- USG institutions are required to comply with local authorities.
	+ Submitting projects?
		- Planning request
	+ Projects:
		- Interdisciplinary Stem Building
			* Collaborative space
			* Currently in design phase
			* Project opening: Fall 2025
		- Marietta Quad
			* Prevent building flooding and improve storm drainage.
			* Enhance pedestrian framework.
			* Increase usable lawn space vs. existing hardscape.
		- Crawford Lab building renovation
			* Full gut project
		- Student Competition Teams building and Wilder Building on Marietta Campus
			* Not approved yet but they are working on getting approval.
			* Supports the caliber of work KSU students can do.
			* Hoping to build a new building to enhance safety, operation and organization.
		- College of Arts Master Plan
			* Is planned to be built at Chastain Point to develop a compelling KSU arts district.
			* Hoping to kick off building soon.
		- Stillwell Baseball Stadium
			* Enhance the baseball facility and visitor experience.
			* Set to be completed by February of 2025 before the season begins.
			* Increase seating capacity and ticketing flow.
		- Sports Performance Training Center
			* KSU is actively fundraising for this space.
			* Collocate athletic support facilities including training/operations adjacent to 5th/3rd Bank Stadium
			* Summit Phase II
				+ Create additional beds to support the demand for on-campus housing.
				+ Maximize the building site for the greatest level of efficiency.
				+ Scheduled for Fall 2026
		- Student Center – Welcome Center and Renovation
			* Reimagine the student center.
			* Increase RSO and student Government usable space.
			* Game Room
			* Welcome Center – start fall 2024.
				+ Remaining renovations start fall 2025.
		- Building Envelope repairs
			* Preserve assets and support enhanced indoor air quality for existing buildings.
				+ Waterproofing in several buildings
		- Future projects
			* Develop inventory of existing conditions for an understanding of infrastructure and development of a master plan.
			* Enhance accessibility.
			* Improve wayfinding and navigation throughout campus.
			* Upgrade our fire and life safety.
			* Align our classroom inventory for optimal scheduling and support of students.
	+ Initiatives: project dashboard
		- Use an internal tracker with 215 projects occurring across campus.
	+ Project Charter – received when a project has been approved that includes the budget.
	+ Project related Safety Initiatives
	+ Questions:
		- Is this information available to the students and public?
			* Information is public so we can share.
		- What is the status on the Sturgis Project?
			* Project is almost done. There has been a furniture scramble. She will doublecheck and get back to us.
		- What is the process for numbering rooms in buildings?
			* Part of building committee. They are open to feedback.
		- Is there a person who evaluates sustainability especially on preserving the environment when a new building is being made?
			* New construction plan: Maria on committee. She hasn’t been involved in the past but is doing more now.
* Open Forum
	+ Bylaws Report
* Nomination Committee: starts next month. It’s an ad hoc committee:
	+ Rob: chair
	+ Volunteers: Aimee Kane; Andy McCanless; Susanne Rothery
		- The group will be voted on at the next meeting.
	+ Nominations will be a little different this year.
	+ Proposal: To open representation that will not necessarily be your area; allows anyone to work on Staff Senate without it being tied to a certain department or only one person representing that area.
		- Piece of paper: Senators can decide if they wish to roll off or continue to serve under the revised plan.
			* Provide their name, indicate their choice and place in the bag by the door.
* Description of new committees – each committee will have a direct task for the year that they can create. Some suggestions have been provided. This change will help the Staff Senate serve the university rather than just be a group that meets and discusses amongst its members. Each committee will be charged with a task to accomplish each year. Current officers want us to be a project- based group that increases visibility across campus and improve the culture of staff.
	+ House: administrative groups – bylaws, budget, policy; supports Senate’s mission to represent
	+ Staff Engagement and Recognition – Star Staff Award: foster culture of appreciation of staff; underscore the value of each staff member’s value and role, and positive work environment.
		- Idea: Scrappy Hour for Staff
	+ Wellbeing: holistic approach to wellbeing with a strong sense of community with affinity group
		- Idea: Daffodil Dash or Turkey Trot group for KSU staff; have a place to connect outside of our roles as staff.
	+ Professional Development: committed to the growth and advancement of staff members and the HR mentor process; contributes to individual career success and the effectiveness of Staff Senate.
		- Idea: USG conference or Mentor program in HR: cohort type project; will move from 6 months to a year; rotational program on campus to allow you to see different areas of campus.
	+ Communication and Collaboration plays a vital role in transparent, effective communication and fostering collaboration among staff members; monthly newsletter; have town hall meetings to enhance the community.
		- No idea was listed but currently they create the newsletter and do updates to the Staff Senate website.
		- Concern: anonymous submission of a concern similar to faculty senate – there is a current link that sends an email to staff senate email address
			* StratCom working on updating all websites including ours.
	+ Environment and Service embodies the organization’s commitment to sustainability, service and improving workplace conditions; include parking and sustainability committees and addresses environmental concerns.
		- Idea: Day of Service for staff
	+ Executive: a leadership and coordination role within Staff Senate consisting of key positions of President, President Elect, Secretary, Treasurer, Parliamentarian and Standing Committee Chairs; responsible for the strategic oversight of Staff Senate activities.

Question: committees serve all staff and can pull other staff from campus outside Staff Senate? Yes

* Background information on committees (Karen)
	+ Many universities, such as Georgia Tech, are disbanding all committees and doing 5 projects; Georgia Southern is also revamping.
	+ KSU is not sure about getting rid of committees; but want to move toward doing more than just meeting and disseminating information.
* Discussion from the floor
	+ Owl Olympics: biggest thing KSU has going on.
	+ Rather than Staff Senate sitting at a table, suggestion was made to get staff engaged. That’s been difficult in the past due to staff turnover.
	+ Week of May 13th – will be added to Staff Senate website.
	+ Could Staff Senators act as referees since space is limited.
		- Raquel will report back to planning committees.

Meeting adjourned at 11:30 am.