The meeting was called to order by senate president Mr. David Tatu at 10:00 a.m.

Mr. David Tatu advised the senate that the agenda would need to be amended to accommodate the nomination of a senator to replace Ms. Judy Barnes. Ms. Barnes has transitioned to a new position and had to resign her position. Ms. Emmie Trull is attending the meeting in place of Judy, and the floor will be opened for nominations for a permanent replacement after the guest speakers. It was properly moved and seconded that the agenda be accepted with the said amendment. The motion carried.

Mr. Tatu stated that the minutes from the October meeting were previously distributed to the senate. It was properly moved and seconded that the minutes be approved as submitted. The motion carried.

Ms. Karen McDonnell, AVP and Chief Human Resources Officer presented an update on the new performance evaluation system and the changes that have been made to the process for the upcoming performance evaluation cycle. Ms. McDonnell shared the presentation that had been given to the senior leadership team and went into detail on how the new system will be implemented. Training sessions will be held on both the Kennesaw and Marietta campuses to ensure that all employees will have the opportunity to learn about the new performance measures. Discussion was held on the presentation and information presented by Ms. McDonnell.

Mr. Tatu opened the floor for the nomination of Ms. Emmie Trull as an interim staff senator to replace Ms. Barnes. It was properly moved and seconded that Ms. Toole replace Ms. Barnes as interim staff senator. The motion carried.

Ms. Jeannine Jones presented the Budget, Finance & Fundraising committee report. The order for the staff senator badges was received; however, they were not the quality that was expected, and they have been returned so they can be redone. Senators are encouraged to ensure their maildrop information is correct in the directory as that is the information that will be used to send the badges to senators. The current balance left in the account is approximately $1,600 to use for events. Information cards are now available for senators to use to encourage donations to the staff senate.

Mr. Jonathan Coker presented the Bylaws Committee report. The committee was unable to review bylaw amendments due to the lack of a quorum at the committee meeting and are unable to do a first reading at this meeting. However, this allows extra time for senators to submit amendments to the committee if there are any who would like to do so.

Mr. Thomas Dale presented the Communications Committee report. The meetings are now being live streamed to the campus community. Senators are encouraged to have their co-workers watch and participate via the live stream. The Microsoft Teams account is now live. Any senator who has not be able to access the site is encouraged
to contact Mr. Dale to be added. Discussion was held on the live stream update. Microphones will be provided at future meetings so that individuals listening via live stream can hear the questions and discussion. They are also looking into ways that they can take questions from people watching/listening.

Ms. Kate Billard presented the Policy & Procedures Committee report. Ms. Billard presented an update on the staff teaching policy. The policy was not an actual policy but a directive from the then provost. Staff teaching had previously been used to staff classes during regular business hours. Staff teaching is not to be used for routine teaching during regular business hours, and staff who wish to teach should do so outside of their regular administrative duties. Discussion was held on issues surrounding salary equity, compensation, and classification. Ms. McDonnell indicated that nothing had been published to date because it was not complete, and they have been asked not to publish the information until it is finalized. Future HR plans include publishing a classification and compensation website that will allow employees to access the information. Ms. Jeannine Jones from the Executive Committee noted that the policy website has now been updated and is available to the campus to look for actual KSU policy. Staff can access the website at policy.kennesaw.edu. Discussion was held on the availability of the pay band scale to campus. It will be available behind a firewall that only employees of the university can access. Additional conversation and discussion can be had with Ms. McDonnell about making the pay bands publicly available.

Ms. Rebecca Mattox presented the Staff Development & Recognition Committee report. The staff senate scholarship application will be available within the next few days. The application period will end on Dec. 31, 2019, and then the committee will review the applications and announce the winners in Jan. at the first meeting. Staff of the month awards are expected to launch in January.

Mr. Tatu presented the KSU Committee report. The senate needs to select someone to replace Ms. Barnes on the parking & transportation committee. Ms. Stefanie Green will replace Ms. Barnes.

Mr. David Easterwood presented the USG Staff Council Conference report. Several members of the staff as well as staff senators attended the meeting. There is a 4% reduction in budget in FY20 that resulted in the loss of approximately $10 million, and there is a proposed 6% reduction in budget in FY21 that will result in the loss of approximately $15 million.

One of the biggest drivers of increases in system expenditures is increases in health insurance, and the cost of health insurance is rising faster than both inflation and wages. Claims are up 31% and prescription costs are up 29% due to the prevalence of chronic conditions for which members are being consistently treated and medicated.

We will have no information on staff pay increases until January, and the amount of funding the system receives has been cut a total of 32% over the course of the past 20 years.

Incoming students are Gen Z and their expectations for education are much different from previous generations.
System benefits initiatives that are under consideration for this year are wellbeing; flex policy; increasing the benefit for participation in well-being programs; tuition assistance being expanded to include dependents and incorporating the TCSG into the program; increasing professional development and career pathing and helping with mentoring; and bereavement leave changes to allow for bereavement leave that does not require using vacation leave.

Ms. Kate Billard presented the Staff Reception Ad-Hoc Committee report. The current strategy is to sponsor an annual luncheon to gauge interest and participation and then use that to scaffold up to a larger recognition initiative.

Mr. David Tatu opened the floor to discussion regarding using the live stream for staff senator attendance. Mr. Tatu indicated that there would need to be some mechanism that allowed for voting remotely. Discussion was held on the feasibility of allowing senators to attend virtually via live stream. Mr. Dale noted that the inability to authenticate who was in attendance was a barrier to using live stream as a way for senators to attend virtually. Discussion was held on how to archive the live streams. The months of Dec. and Jan. will be used to pilot the use of live streaming for senator attendance, and the senate will revisit the issue again in February.

Mr. David Tatu mentioned that according to Robert’s Rules of Order Newly Revised (RONR) abstentions are not counted with the vote count. Going forward only affirmative and negative votes will be counted.

The meeting was adjourned at 11:04a.

Respectfully submitted,

Natasha Williams