**WCU Staff Senate Meeting Agenda  
May 14, 2014   
Senator Orientation (8:30am to 9:30am)  
Senate Meeting (9:30am to 10:30am)  
Cardinal Room (University Center)**

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| **Members** | **Present** | **Excused** | **Not Excused** |
| Miles Basehart (New Senator) | X |  |  |
| Marty Brow | X |  |  |
| Brian Buchanan | X |  |  |
| Mid Buchanan (New Senator) | X |  |  |
| Jane Buchanan (New Senator) | X |  |  |
| Pam Buchanan | X |  |  |
| Sarah Carter | X |  |  |
| Jennifer Cooper | X |  |  |
| Michelle Cooper | X |  |  |
| Pam DeGraffenreid | X |  |  |
| Brian Dickens (New Senator) | X |  |  |
| Colby Dietz (New Senator) | X |  |  |
| Mandy Dockendorf (New Senator) | X |  |  |
| Megan Forsyth (New Senator) | X |  |  |
| Trenda Franklin (New Senator) | X |  |  |
| Patrick Frazier |  | X |  |
| Patrick Hinkle | X |  |  |
| Robin Hitch | X |  |  |
| Galen May | X |  |  |
| Pamela McFarland | X |  |  |
| Amy McKenzie |  | X |  |
| Jen Nickel | X |  |  |
| David Rathbone | X |  |  |
| Mark Ray (New Senator) | X |  |  |
| Annette Parris | X |  |  |
| Chris Parrish (New Senator) | X |  |  |
| Carrie Shuler | X |  |  |
| James Stamey (New Senator) | X |  |  |
| Andy Voelker |  | X |  |
| Brian Wood | X |  |  |
| Brett Woods (New Senator) |  | X |  |
| Dr. David Belcher (Ex-Officio Member) |  | X |  |
| Dr. Alison Morrison-Shetlar (Ex-Officio Member) |  | X |  |
| Kathy Wong (Ex-Officio Member) |  | X |  |
| Rusty Marts (Ex-Officio Member) |  | X |  |
| Mary Jean Herzog (Faculty Senate – ex-officio) |  | X |  |
| Colton Overcash (SGA – ex-officio) |  | X |  |

1. New Senator Orientation (8:30am to 9:30am)
2. Approval of the Meeting Agenda (Robin Hitch)
   1. Agenda was approved
3. Approval of the Minutes of the Previous Meeting (Robin Hitch)
   1. Minutes were approved
4. Sub-committee Updates
5. Governance Committee (David Rathbone)
   1. Concerning next month’s: David put a call out to all senators to consider running for a leadership position. He reminded everyone that voting will take place with paper ballots.
6. HR Committee (Pam DeGraffenreid/Michelle Cooper)
   1. Survey update: The survey is complete and Robin shared the results with the Chancellor. The committee is waiting on his feedback before the results are sent out to campus.
7. PR Committee (Jen Nickel)
   1. Review from Staff Forum: Almost 80 staff members from across campus attended the event. The questions and discussion were great. Thank you cards will be sent to the Chancellor, Provost, Kathy Wong and Linda Snyder from Aramark. Minutes from the Forum will be available on the website.
   2. Upcoming June retreat: We are planning a summer retreat.
      1. Robin and Jen asked the senate from their preference of date, it was decided that the second week of July would be the best. Robin will send out the meeting request for that event.
8. Scholarship (Marty Brow)
   1. Scholarship: Currently processing two for scholarships.
      1. Information in next newsletter, or possibly July (talk to Sarah and marty)
   2. Yard Sale updates: We raised $703.15 in total sales.
   3. Ornaments:
      1. Pam DeGraffenreid: If we want to incorporate the 125th logo in this year’s ornaments, we need to do that ASAP.
9. Internal Informational Reports
   1. Treasurer Report (Pam DeGraffenreid)
      1. Roughly $4,400 in our account.
         1. This includes the deposit for the yard sale.
         2. We have also utilized the fund for recent travel to Staff Assembly.
         3. There have been some Print Shop expenses as well.
         4. That balance excludes Scholarship money.
   2. Parliamentarian Report (Andy Voelker)
      1. Not present.
   3. Staff Assembly Report (Andy Voelker)
      1. Robin reporting for Andy as he is not present.
      2. Last month’s meeting was cancelled.
      3. Various topics were discussed at the last meeting such as: different university award ceremonies, senate/committee representation, etc.
   4. Chancellor’s Meeting Report (Robin Hitch)
      1. Did not meet with the Chancellor as meeting was same day as the Forum.
      2. Will be meeting after May senate meeting.
      3. He is very interested in the survey results.
10. New Business
    1. Supervisor support for staff members on the senate.
       1. The message from the Chancellor has been sent out to all new senators and their supervisors.
       2. Very soon, established senators and their supervisors will receive the Chancellor’s letter, as the process was not established when they first joined the senate.
    2. Determining date for Summer Retreat (Friday June 13th or sometime in July)
       1. See above in PR notes.
    3. Determining new member to Graduate Council
       1. Chris Parrish volunteered to be our new representative.
       2. Jen will give Chris’s name to Andy.
    4. Staff Senate 125th Proclamation update
       1. A copy was distributed for review.
       2. The document will be posted to website, mentioned in newsletter, etc.
    5. Subcommittee membership declaration at July Meeting
       1. Senators were reminded that they will be declaring their committee membership at the July meeting.
          1. Discussion:
             1. Michelle Cooper: Have the executive meetings been scheduled?
             2. Jen/Robin: The meetings will continue to be held on the first Thursday of each month at 9:30am. The incoming secretary will send out the calendar event. It will also meet in the same space, Scott Hall conference room.
             3. Robin: Reminder for pictures 10:30am, after the June senate meeting.

Next Staff Senate Meeting:

Wednesday June 11, 2014 8:30am-10:30am

UC Cardinal Room