



Staff Senate Meeting
March 28th, 2023 – 2:00p to 3:00p
HR Training Room and Zoom

Moderator: Debbie Long

Representatives Present:

ERC: Shannon Brown, Keshia Giboney, Anna Norris, Shenicia Richardson, Elaine Robinson, Katora Jones, Ramona Jackson, Sarah Cheon, Terri Fought

ESC: Peggy Reisser, Libby Pelham, Kristi Forman, Janna Hays, Yin Su, Patti Smith

Representatives Absent: Linda Johnson, Kyle Smith, Veronica Horton, Flavenia Leaper, Ann Fields, Janette Smith, LaTisha Williams, DeSha Bolden, Kimberlee Norwood, Cynthia Tooley, David Meyer, Jessica Ross

Minutes Secretary: Debbie Long

Visitors: Rosaline Banks, TIAA

Meeting Agenda and Minutes

2:05pm **Welcome and Attendance – Debbie Long**

2:07pm **Rosaline Banks from TIAA meet, greet, and Q&A**

2:35pm **ACTION ITEM – VOTE – Staff Senate Bylaws and Procedures**

Motion made by Elaine Robinson to approve the drafted Staff Senate Bylaws and Procedures.
Motion seconded by Terri Fought. All in favor, 15 yays, none opposed.

Motion passed, the Staff Senate Bylaws and Procedures is now official.

The following items were announced with minimal discussion of new order of operations:

Per the bylaws, meetings will now be presided over by the president. At this time Kimberlee Norwood is the president. In the event the president is not available, the President-Elect, currently Keisha Giboney, will preside over the meeting. In the event the President and President-Elect are not present to preside over the meeting, the Staff Senate needs to determine a person to preside.



Moving forward, the Secretary will now put out a call, in email form, to the Staff Senate for agenda items. These communications will come from current Secretary, Sarah Cheon.

The Staff Senate will have two committees. Each senator must serve on one committee during their term.

Announcement of attendance policy as per the bylaws – moving forward an attendance policy is in place for each elected senator. If a senator has three unexcused absences in a twelve-month period during their term, the senator could be subject to removal from the Staff Senate. These absences do not include sick leave and annual leave, or other pre-established approved absences. Senators must coordinate with the secretary concerning their absences.