UNK Staff Senate

Monthly Meeting Minutes

Nebraskan Student Union, Sandhills Room

January 16, 2018 10:30 a.m.

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| Category | Name | Attendance |
| Administrative/Managerial Professional: | Scott Benson – Treasurer  Carmen Brewer  Aaron Estes-Interim President Elect  Brette Ensz  Dylan Evans  Traci Gunderson-President | P  P  P  A  P  P |
| Office: | Carissa Sanny- Secretary  Emily Beaman  Jami Koester | P  P  P |
| Service: | Ted Eichholz  Jeff Morehead | P  A |
| Ex-Officio  Past President Ex-Officio | Chelsea Swarm  Kevin Hunt | P  P |

1. **Staff Senate Presents:** Chancellor rescheduled. Since this time was open, Jodie Fisher stayed to update us on her VoIP Phone project. After finishing seven buildings in January, they will be 50% done with the project. This puts them ahead of schedule. They can switch an employee’s phone with as little at 5-10 minutes of downtime. Warner Hall’s phones will be replaced in February. The project should be complete in June 2018.
2. **Employee Achievement Award** was presented to Jodie Fisher, ITS Network Administrator.
3. **Teamwork Excellence Award (**No nominations)
4. **Call to Order –** (Gunderson)
5. **Roll Call – (**Sanny) see attendance above
6. **Adoption of Agenda –** Motion Beaman; 2nd Evans, unanimous approval
7. **Treasurer’s Report** (Benson)
   1. Monthly Treasurer’s Report
      1. State Acct. balance $1,309.48 (expenses included ASSIST t-shirts, Staff Recognition Ceremony)
      2. Revolving account balance is $271.92 (expenses include popcorn).
8. **Correspondence (Sanny) -** None
9. **Committee Reports and Updates (Estes)** 
   1. Professional Development- no report
   2. Employee Recognition – No report
   3. Communications – Have been in touch with Scott Benson regarding election process. Scott will send timeline to Jami Koester.
   4. Policy – no update, plan to meet this month.
10. **Current Business**
    1. Potluck Faculty/Staff/Student Senate – January 30, 2018. Alumni House is reserved from 10 AM – 2 PM. Traci will send out a Sign Up Genius for what to bring.
    2. Pitch Tournament – no update
    3. Non-affiliate member addition to policy – Discussion held on how to allow for UN employees, for example OneIT
11. **Future Business** 
    1. Spring Athletic Event – discussion (no vote) on whether our staff appreciation nights in conjunction are accomplishing our goals. General consensus was that the announcement of athletics’ plans to have Staff Appreciation Night without Staff Senate involvement left no room for discussion and we agreed to not attempt a spring athletic event. Please bring other ideas for Staff Appreciation and or socializing/networking to the next meeting.
12. **Announcements** 
    1. Area Updates & Open Comments
       1. Emily Beaman asked if we are going to address attendance issues going forward. Traci Gunderson said that during the mid-year transition to a new Senate President, there was some question as to whether those issues had been addressed by Wilma H. It had been discussed during the Staff Senate Executive meeting and Traci plans to visit with those who are in violation of the attendance policy written in the senate bylaws.
       2. Emily Beaman reminded us that minutes should be sent out to Senators for approval before they are emailed to the campus.
13. **Adjournment -** motion, Evans, 2nd Eichholz, unanimous approval

***Next Staff Senate Meeting***

***Tuesday, February 20, 2018 10:30 a.m.***

***Sandhills Room, Nebraskan Student Union***