

AGENDA
September 20, 2018
9:00 a.m. – Heth Hall 014

Staff Senate Official Photo, 8:45am

Welcome Everyone

1. **Determination of Quorum and Call to Order – Open Staff Senate Meeting**
2. **Approve Agenda – Allison McCoy, Kristina Contreras – 9:02am**
3. **Introductions: Senators and non-voting members**
4. **Approve Minutes: August 2018**
5. **Michael Biscotte, PE – Dir., Facilities Planning & Construction, x7817, mbiscott@radford.edu**

Asked for words that describe Radford University campus

Support the strategic plan with the master plan

Look at footprint, renovation and new construction, connectivity with campus (was not the original design – keeping town away from the walled in women’s college), efficiency and effectiveness, accessibility, sustainability

Committees/subcommittees: Karen Montgomery represents Staff Senate

Academics, Student Activities and Services, Land Use, etc. Mike Biscotte has shared with Karen Montgomery, will link to Staff Senate website

Initiated 9 months ago, gathering information and assembling team

Share themes with President, prioritize and then evaluate options

Dec 2018, April 2019, August 2019, milestones and beyond

6-8 master plan projects at Radford since founding: 1968, 1990’s expanded “international campus” did not occur but did expand across Jefferson and Adams and across the railroad, 2008-2018 – Kyle Hall, CHBS, Ctr for the Sciences – behind Curry, managed to protect green space, renovated Whitt, Rec & Wellness, SORC – outdoor recreation space

City of Radford Comprehensive plan – “Jefferson street center”, Tyler Ave gateway, Foundry, Rock Road development, University related district – encouraging

Campus Map – proposed to reorient using N orientation correct – add New River to the map – PROMOTE OUR ASSETS – outdoor experience.

Housing foundation owned, renting to campus – Downey St potential for future campus connector

Shifting thinking to a growth and overview perspective mindset

Observing pedestrian and motor vehicle traffic patterns, campus access points

Types of building usage – 15 Residence halls blue, academics, athletics, administrative/multiuse. Green/light blue represents new or renovated. Reed/Curry underway. More projects behind this current renovation. Apr 3 million sq. ft., 1970 increased 700-800,000 land growth. Primary space usage is Academic and Residence hall each 1/3, everything else 1/3.

Square footage/person by college – arts increase (theatres, studios, etc.), CHBS uses small classrooms, etc.

Compared Strategic Plan against Master Plan reinforcement: *i.e.* 80.1.1 – writing and communication – Harvey Knowledge Center (HKC) and CITL – academic support function

Open House for HKC 10/4/2018 2-4:30pm, McConnell 4th Floor – PLEASE DROP IN AND PROMOTE

2018-2024 Six year capital outlay proposed plan – McConnell small updates and individual fixes, Norwood & Tyler Hall, Campus Infrastructure, New Public Safety Building, Muse hall, Walker Hall, New Student Success Ctr, 3 new residence halls, administrative services addition. Top two are what will likely happen and be funded.

Campus Master Plan Open forums: 10/2 10am, 10/3 3pm, 10/4 10am – please attend and encourage others to join you.

Send ideas to Staff Senate – will route to chair of subcommittee or Mike Biscotte anyone may also email Mike Biscotte directly. 360 website site for committee. Will share information through Senate forums.

Suggestions and comments shared include: New signage – positive feedback – beautiful parking areas, shield trash and equipment, DD and EE lot organic growth is not intentional and is confusing – corridor is ripe for updating and opportunity – can do some less expensive but very impactful projects. Jorge Courtney works on a budget for parking lot improvements but it is strategic to invest where projects are going on and wait until the least damage can be done following construction. Signage and directional information for visitors – interactive tools for accessibility and direction – meeting day to day users and all audiences. Signage to indicate Admissions- designate DD and Jefferson/Fairfax/University.

6. Executive officer report

Executive meeting was cancelled due to weather closure: next meeting will review and appoint committee chairs and members, help recruit committee members (open to all) **Notify Karen Montgomery DEADLINE TO SPECIFY your meeting request is Sept. 27 -- See provided list of committee descriptions from August 2018**

7. Reports from Standing Committees

• **Elections & Nominations, Chair: Allison McCoy**

*Updates to University Relations and Academic Affairs announced
Call for interest – Enrollment Management and University Relations alternate Senators
Kristina Contreras is Senator Academic, need an alternate
Pam McCallister is Senator, need an alternate
Still have openings in Executive and*

• **Policies & Issues, Chair: Kim Dowdy**

Chad Reed scheduled guest, Sept. 27, 9am, Bonnie 250 – topic: proposed updates to employee tuition benefit, budget process and current state of the university budget. Begin preparing the call for feedback on current staff handbook and development of a review process plan. ALL ARE WELCOME

• **Communications, Chair: Karen Montgomery, interim – LOOKING FOR CHAIR – Volunteers welcome**

*Individual Senator photographs for publication use – Kristina Contreras
Continue to watch for more updates to website, Facebook page, and work with University relations and HR communications, and other resources – share information you think may be interesting about Radford University, your division, or staff members doing
The annual Employee Benefits Fair Thursday, October 11, in Muse Hall. Volunteers welcome! Usually 10am-2pm. Expect flu shots. Ruby Cline will relay more information.*

• **Ad Hoc - Staff & Community Relations, Chair: vacant - LOOKING FOR CHAIR – Volunteers welcome**

Seeking KUDOS regarding staff completed projects/individual staff accomplishments to promote

• **Ad Hoc - Spirit Committee, Chair: Allison McCoy**

Planning for future events update to come soon, planning early for picnic, Bea Covington, and ice cream social annually

8. Reports from University-Wide Committees: evaluating term appointments with Internal Governance

Forming and convening for the 2018-2019

- Diversity & Equity Action, SS Representative: *Lynn Arnold, 2017-2018, open for interest*
- Intercollegiate Athletics, SS Representative: *vacant pending more information - Chair Prof. Betty Dore, previous representative Chris Shelor*
- Parking & Traffic, SS Representative: *Taylor Lambert, 2017-2019*
- Budget & Planning, SS Representative: *Inactive committee, 2017-2018*
- University Executive, SS Representative: *Karen Montgomery, 2017-2019 – Presidents of the Senates*
- Dining Services Advisory Committee, SS Representative: *Christi Wayne, 2017-2019*
- Bookstore Advisory Committee, SS Representative: *Karen Montgomery, 2017-2018, open for interest Kara Pfaff is interested*
- Library Committee, SS Representative: *Jim Webster, 2017-2019*

9. Old Business

Tabling - Proposed Amendment related to voting and elections

Enrollment Management Alternate Senator, speak to Allison McCoy if you have interest in any open senator or alternate position

10. New Business

Future call for input October at earliest: Master plan subcommittees: Academic Affairs and Transportation

Karen Montgomery serves on these committees and will share updates at Senate and take information and input to committees and Mike Biscotte

11. Comments & Announcements

Performance Evaluations have opened up, contact Theresa Slaughter or Jeanine Quesenberry – self evaluations – getting overdue notices. Deadline was Sept. 19 – quick sheets online from HR website, how to videos are coming. Supervisors will get notices and employees will get notices

Save the Date cards for

DUO 2 factor authentication – is required – having problems put a One Stop request. Be sure to use it – there were hacking issues for people who have not used two-factor authentication. Link on MyRU. University wide email alerted.

Ruby Dwyer (formerly Cline) is working on supervisor training developments, admin assistant user group is on hold, customer service training is on hold. If you are supervising students who need to get into the VLC – students are not wage, they need to ask for a manual user profile for VLC where mandatory training is housed. Information in on website.

12. Adjournment – Close Staff Senate Meeting – 10:04am

- Next Staff Senate meeting: Thursday, Oct. 18, 2018 - 9am, Bonnie Hurlburt Student Ctr. Combo Room
Guest Speaker/Presentation: Staff senate foundation scholarship information

<https://www.radford.edu/content/staff-senate/home.html>