Minutes
May 21, 2020
9:00am- Zoom Meeting, all Meetings are Zoomed and Recorded

Senator’s Present: President Kristina Contreras, Vice President Christi Wayne, Secretary Ann Marie Cox. Angela Arnold (alternate), Lynn Arnold, Amanda Lawson (alternate), Connie Leathers, Robert Jordan (alternate), Lisa Hayden (alternate), Karen Montgomery (past president)

Senator’s Absent: Pam Duncan, Sharon Proffitt, Deborah Lowe, Pam McAllister, Neal Thompson (alternate)

1. VP Wayne certified that a quorum was reached, President Contreras called the meeting to order at 9:00 am

2. Approve Minutes: The minutes from the meeting on February 20, 2020 were approved unanimously with no changes.

3. The agenda for today’s meeting approved unanimously.

4. Executive Board Update:

   The senate welcomed new senators for next year;
   • Kim Allen from Finance and Administration division
   • Buffy Ruffin from Student Affairs division
   • Shawn Hayner from the IT division
   • Robert Jordan was moved from alternate to senator position due to the expansion of the IT division.

President Contreras noted that upcoming Staff Senate meetings may continue to occur via Zoom only due to COVID 19 restrictions.

RUC Senator and Alternate addition to Constitution and Bylaws- Amendment provided, voting at June Meeting - To ensure full representation of the classified staff at RUC the Staff Senate needs to add them as a division. Senators will review proposed amendments and vote on them at the June meeting.

COVID-19 Contingency Planning Group, Services Committee – President Contreras is a member of the University-wide committee, she will represent staff issues at their meetings, which occur at least twice a week. E-mail any concerns or questions you have to her.

Summer Hours- Due to modified working hours for on-campus staff, and telework hours for most other staff there will be no summer hours this year.

5. Staff Senate Standing Committee Updates:

   Election Committee-Chair Kristi Wayne
   • Link for voting for Officer positions sent to senators during this meeting, results will be announced tomorrow.
   • Angela Arnold moves to position as senator from alternate due to Senator Dowdy leaving the University.

   Communication Committee-Chair Angela Arnold
   • May 14 th meeting consisted of preparing a progress report for the incoming committee due to upcoming change in membership
   • Send any Facebook updates/news to Angela Arnold -aarnold18@radford.edu
Staff and Community Relations- Chair Kristina Contreras

- Staff Satisfaction Survey – When to launch; include new questions with current pandemic; include AP Staff? Agreement to launch the survey in July when everyone returns to campus as response will be better and paper copies can be distributed to staff who do not have easy e-mail access. Ensure a note is added to survey as to why it was distributed so late. Agreement to add a comment box at end of survey for comments related to the pandemic. If we include A/P senate in the survey we will need to add a demographic question as to what group you belong too to enable extraction of relevant data.

- Bea Covington Award – Ask for nominations now and keep open for two months or wait until July to open nominations? Agreement to launch request for nominations in July and present the award in August.

No other committee reports

6. Old Business: No old business

7. New Business:

Diversity & Equity committee meeting today to go over the action plan, will send out an update in June.

Question re refund or extension for parking fees already paid and not used due to closure of campus. President Contreras will enquire and report back.

8. There being no further business to discuss, President Contreras asked for motion to adjourn meeting, Senator Cox made the motion, Senator Jordan seconded it, meeting was adjourned at 10:00 am

- Next Staff Senate meeting: June 18-9:00 am via Zoom