

AGENDA September 16, 2021

9:00 a.m. – Zoom meeting recorded

Available for viewing in D2L Staff Senate course shell

Welcome

1. Quorum was determined and meeting was called to order -36 members present

2. Minutes approved for July and August 2021

3. Approved Agenda: September 2021

4. Executive officer report

• **Welcome**

COVID Updates/Reminders

- Masks required in doors, regardless of vaccination, individuals working alone in an office can take off
- mask until they walk out or someone else walks in- Please put on your mask if someone enters your office.
- Testing will be available weekly on both campuses. Testing will be on Mondays, Tuesdays, and Wednesdays. Wednesdays have less wait since they are evening hours. If there are any additional questions for the President's cabinet for COVID, send to Kristina and she will relay to the President, Chad Reed and Susan Trageser
- Continue to check Campus Reopening webpage for updates
- September 8th COVID forum. LOTS of questions asked. Not recorded.
- Training Catalog via D2L
 - Email sent with upcoming training opportunities based on feedback from survey
- Presidential Search Forum- Sept 15th and 16th for staff
 - Should have received link for the forum. If not, let us know.
 - Kristina will not be present, as she is part of the search committee

5. Reports from Standing Committees – No Reports

• Elections & Nominations, Chair: Christi Wayne

Committee Members:

• Policies & Issues, Chair: Sharon Proffitt Committee Members: Amanda Lawson, Kathy York

• Communications, Chair: Ann Marie Cox Committee Members: Pam McCallister, Lynn Arnold, Kim Allen, Tracy Jones

• Staff & Community Relations, Chair: Robert Jordan Committee Members:, Connie Leathers

6. Reports from University-Wide Committees/Internal Governance

- Diversity & Equity Action, SS Representative: Connie Leathers- No Report
- Intercollegiate Athletics, SS Representative: Ann Marie Cox - Chair Prof. Betty Dore- No Report
- Parking & Traffic, SS Representative: Nate Swistock- No Report
- University Executive, SS Representative: Kristina Contreras- No Report
- Dining Services Advisory Committee, SS Representative: Christi Wayne- No Report
- Bookstore Advisory Committee, SS Representative: Kara Pfaff- No report

- Library Committee, SS Representative: Noelani Hall- Library bringing candidates to campus for new Library dean

7. Senators announcements (news from Divisions, concerns from constituents)

- Sharon Proffitt eVa - sign forms for access to eVa.
- Ruby Dwyer- several positions open in IT.

8. Guest Speakers- Darris Nichols, Head Coach Men's Basketball

Upcoming Season - attend if possible. Get people back in the stands. Support our student athletes.

Staff attending the games-what effect does it have? A great impact to see familiar faces in the stands. They feed off of the excitement. First exhibition game Nov

Game during Homecoming weekend to introduce the team to the community.

Let team know if there is anything we need the assistance of the team.

Graduated RHS in 2004.

Event nights- just released schedule. RES nights, etc.

Bus to bring RUC to Radford for basketball games

Jenene Lewis, HR, Performance Evaluations

Performance Management - Evaluations coming up.

Employee Engagement/Evaluation is ongoing

We own our own performance. Our own cheerleaders.

Training at 1 today...in person and zoom.

Evaluations completed by 28th Oct.

QUESTIONS:

If no action items for self evaluation - that means it hasn't been released yet.

If steps overdue, how often does the email come out?

Value of doing Self-Evaluation? Extremely important. Time to shine how we see selves in job.

A way to track what we do for our jobs? Ex: trainings attended, etc. Attached to your evaluation: Progress notes. Add as you go.

Does Supervisor get notification if they don't do theirs on time? Yes.

Any other questions, send to Jenene. (or Kristina)

Ruby Dwyer, Helpful Technology Tips and Tools

9. Comments, Announcements, Questions for Special Guests – open floor

10. Adjournment – Close Staff Senate Meeting –

- Adjourned early so staff could attend the Presidential Search Forum

Next Staff Senate meeting:

Thursday, October 21, 2021

9am, Zoom

**Guest Speakers/Presentations: Andrea Sharpe, Director-Center for Accessibility Services,
Disabilities and Accessibility in the Workplace**

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