**Staff Senate General Meeting**

**4/12/22**

**10:00 a.m.**

**Microsoft Teams**

Present: B. Harris-Johnson, B. Baines-Waiz, B. Holt, G. Mackenzie, K. Sellers, C. J. Edwards, P. Hallman, J. Niblett II, H. Ramroop, D. Christian, B. Vojnovic, T. Wilds, L. Crider, N. Marchesano, S. Louis-Jeune, B. Deen, and W. Jennings.

**President – K. Sellers for M. Brown**

* Meeting with Pres. Law on Friday for lunch.
	+ - Get to know each other session. This is relationship building.
		- Will send a follow-up agenda afterward.
* Summer retreat
	+ - Three hour meeting from 9:00 a.m. – 12:00 p.m.
		- August 2, 3, or 4 or August 9, 10, or 11. Maybe lunch at Top of the Palms.
		- Will send out a Doodle poll.
		- Strategic planning and get know each other.
		- If you would like to facilitate a section, please let K. Sellers know.
* Staff Senate Professional Development Module
* At your own pace. Took about two hours to complete the three parts.
* Will come out in the next week or two.
* Canvas course. Interactive.
* Typically gives a 30 day window to complete. Would like to ask for a 45-60 day completion window. Thoughts?
* Most agree with 45 days.
* Teams and in person meeting discussion
	+ - Meet in person and still run in Teams for those who can’t come in.
		- Put in chat to see what is thought.
			* Most voted for Teams, but some were in favor of both or in person.
			* Table for the Staff Senate retreat.
* Staff Senate membership campaign
	+ - If you have any ideas for recruiting, please let M. Brown or K. Sellers know.
		- Use USF Talk and signage. Use a QR code.
		- Add a little bit more to the web page.
		- Social media blitz.
		- MSC Study Center – 4/25-5/6 – Staff Senate table in the atrium.
* K. Sellers will find out more information from M. Brown and email the Senate.

**Secretary – W. Jennings**

* T. Wilds made a motion to approve the March 2022 minutes. P. Hallman seconded the motion. The motion was approved.

**Asst. Recording Secretary – vacant**

**Treasurer’s Report – T. Wilds**

* E&G - $2,796.00.
* Carry Forward - $12,130.45.
* Concession Fund - $675.00.
* Dollars for Staff Scholars - $1,834.58.
* Gift-in-Kind - $165.39.
	+ Ordered the name tags. Will be sending a proof shortly.
	+ Total for the shirts and name tags is about $1,000. Still have funds to purchase QQA bags and swag. Ordered extra shirts for new Senators.
	+ Need to raise money for Dollars for Staff Scholars. Please push in your areas.

**Sergeant at Arms – P. Hallman**

* Nothing to report.

**Parliamentarian – B. Vojnovic**

* Nothing to report.

**Committee Reports**

 **Communications – B. Baines-Waiz/G. Gates-Fowler**

* + - Had a meeting two weeks ago. Social media needs to have a constant presence. Putting out a post on Instagram and Facebook once a week. If you have any ideas about that, please let them know.
		- B. Baines-Waiz will be stepping down from the Staff Senate. Switching over to admin. As such, we’ll be looking for a new chair for the Communications Committee.

 **Quiet Quality Awards – S. Louis-Jeune/L. Crider**

* + - Glass awards for the QQA recipients did come in and were mailed out.
		- QQA nomination online – the PDF we created didn’t work. Now working on Qualtrics. Needs some help. L. Crider can set something up with Microsoft Forms. S. Louis-Jeune will email it to you. B. Baines-Waiz can send her the form as well.
		- Will send a quote for the bags to T. Wilds.

 **Senate Operations – B. Deen/G. Mackenzie**

* + - Resume our efforts for Dollars for Staff Scholars.
		- Carol Post is the new AVP serving in place of Christopher Duffy. B. Deen spoke to her. She connected her with two other people. B. Deen will set up a meeting with them.
		- Maybe set up a raffle to give away two Fitbits.
		- Can push this during our time at the MSC. A QRS that would take them directly to the page to donate.
* Current recipients still have not received their scholarships for Spring 2022. B. Deen is following up.

 **Staff Morale – B. Harris-Johnson/N. Marchesano**

* + - Nothing to report.
		- Sent out birthday notice for April.

 **University Wide – J. Niblett/D.J. Pollack**

* + - Nothing for Parking and Transportation committee.
		- Need a date for Support-a-Bull. Usually do it during finals. Also the number of people for the contacts with the water. Location will be inside of the MSC. Need to do it from 4/30-5/5/22.

With no further business, the meeting was adjourned at 10:57 a.m.

Wendy S. Jennings, Secretary