

Kentucky State University  
Staff Senate Minutes

Tuesday, October 12, 2021  
2 p.m. – 3 p.m.

Attendees

Present: Ashley Abshire Rhodus, Danielle Barber, Elise Borne, Delandual Conwell, Barbara Hayes, Louis Milligan, Jack Lee Wollman, Jr.

Absent:

Staff Present: Amy Gamburg, James Harris, Christina Jackson, Christina Jones, Russelle, Keese, Shirmar Keith, Daryl Love, Sydnie Miller, Brandon Preece, William Rogers

Item	Discussion	Decision/Proposal
1. Roll Call	Roll was taken by Danielle Barber; attendees are listed above.	
2. Adoption of Agenda	Motion to approve the agenda for the August 12, 2021 Staff Senate Meeting agenda	<ul style="list-style-type: none"> <li>• Unanimously approved with additions</li> </ul>
3. Approval of Minutes	<ul style="list-style-type: none"> <li>• Minutes for the September 2021 Meeting are not ready.</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of minutes will be tabled until the November 2021 meeting</li> </ul>
4. Announcements:	<ul style="list-style-type: none"> <li>• Appreciation cards will be going out to staff through the campus mail. This will help boost morale. Check mail.</li> <li>• We will be electing a new Regent during the election in November. Campus announcements will have forms to be filled out for this position.</li> <li>• Staff Senate reelection forms will also be going out through campus email today as well.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
5. 4-H Presentation	<ul style="list-style-type: none"> <li>- Dr. Travella Free is the 4H leader. She is located in the Rosenwald Building.</li> <li>- This building use to be a day care. Now it is a school age center where it has after school programs and various programs.</li> <li>- 4H wants to help KSU employee kids.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

	<ul style="list-style-type: none"> <li>- Dr. Free needs our help. She wants to know what campus staff needs and how can they better serve us.</li> <li>- Several offerings of various clubs are offered on the website.</li> <li>- Different schools take advantage of this but the KSU community is currently missing from this.</li> <li>• Suggestions <ul style="list-style-type: none"> <li>- Nursing department are always looking for ways to work with different groups of people within the community.</li> <li>- After school programs. Participate in various 4H clubs.</li> <li>- Parent Night Out: Parent gets evening with spouse. They can drop off child. This would be free. All we would have to do is register.</li> </ul> </li> </ul>	
<p>6. Staff Senate Committee Updates</p>	<ul style="list-style-type: none"> <li>• <b>Outreach Committee</b> <ul style="list-style-type: none"> <li>- Food and toiletry drive went well. We collected 438 items.</li> <li>- Upcoming can food drive in November. Organization only wants us to collect 2 items. One item will be soup and the other is yams. Sav-A-Lot will be donating items as well. November 1 through 17. We are waiting on poster from Brand Identity. We need more bins. Bins will be in Hume, Cooperative Extension, Hathaway, ASB and Jordan Building.</li> </ul> </li> <li>• <b>Staff Morale Committee</b> <ul style="list-style-type: none"> <li>- Fall Festival: Please bring a bag of candy or anything we can give away. Invitations are out.</li> </ul> </li> <li>• <b>Staff Relations Committee</b> <ul style="list-style-type: none"> <li>- We are working on Elise getting access to Staff Senate FOAP.</li> <li>- New staff members at 90 days we will need to get them their welcome gift.</li> <li>- Two finance wellness seminars have been done so far. We are looking at getting these seminars on the Staff Senate website.</li> <li>- Dr. Love has a new service coming up for Staff. Danielle will share as she get more information.</li> </ul> </li> <li>• <b>Election and Credentials Committee</b> <ul style="list-style-type: none"> <li>- Met this morning. Elise is going to get access to FOAP so we can purchase voting machine.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Sonia Sanders will be contracting Krogers regarding donation.</li> <li>• Danielle will drop off food.</li> <li>• All Staff Senate Members please donate candy or give away items for Fall Festival.</li> </ul>

	<ul style="list-style-type: none"> <li>- Jack will send information to KSU News and send out an email regarding this.</li> <li>• <b>Executive Committee</b></li> </ul>	
<p>7. Open Items</p>	<ul style="list-style-type: none"> <li>• <b>Pizza Party for Hathaway</b></li> <li>- Hathaway won this. Once we get the FOAP open we can get this going.</li> <li>- Staff Senate: if you know if you donated to the Hathaway basket but are in a different building please let me know.</li> <li>• <b>Fall Festival</b></li> <li>• <b>Thanksgiving Food Drive</b></li> <li>- Upcoming can food drive in November. Organization only wants us to collect 2 items. One item will be soup and the other is yams. Sav-A-Lot will be donating items as well. November 1 through 17. We are waiting on poster from Brand Identity. We need more bins. Bins will be in Hume, Cooperative Extension, Hathaway, ASB and Jordan Building.</li> <li>• <b>Website Update Power</b></li> <li>- Currently we are not able to post anything on the website. We want to be able to post meeting recordings, minutes, etc. We are not sure if Faculty Senate goes through this.</li> <li>• <b>Internal job postings</b></li> <li>- New job postings will now be open to internal candidates. This will give current KSU staff have opportunities for promotions. This can also help with turnover as well.</li> <li>• <b>Financial Reports and Planning Events</b></li> <li>- We are suppose to go over our finances throughout the year.</li> <li>• <b>New Employee Gifts PO to Bookstore</b></li> <li>- Gifts are limit to \$20 each gift.</li> <li>• <b>Encampment Survey vs Staff Senate Survey</b></li> </ul>	<p>Danielle will ask the President about having access to the Encampment survey and Staff Senate being able to do the Staff Senate survey.</p> <p>Danielle will also ask the President about employees emailing Legislatures about keeping KSU open.</p> <p>Officers will meet in an Executive to compare both surveys.</p>

	<ul style="list-style-type: none"> <li>- Do we want to use the results from the encampment survey or are we still interested in having the Staff Senate survey.</li> <li>- Upon looking at both survey, 3 questions are the same. Both surveys are good but they both address different issues. With the encampment survey, will the Staff Senate be able to have access to this? The Staff Senate survey address issues that are more specific to campus.</li> <li>- We should take out the questions that are the same and send out the rest of the questions in regards to the Staff Senate survey. Executive Committee would be the only people looking at this. The goal of the survey is to look at both the good and bad results in hopes of making campus better.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Lobbying to Keep KSU Open</b></li> <li>- Consensus states we will remain open.</li> <li>- We can hit them with a series of emails and letters talking about keeping KSU open. We can use the staff senate email address to do this.</li> </ul>	
8. Open Floor	<ul style="list-style-type: none"> <li>• <b>Career Center: Dr. Love</b></li> <li>- Flyers about interview practice skills.</li> <li>- Tomorrow we have a resume workshop. There are still opening for anyone who is interested.</li> <li>- Kysu.edu/careers has four different resume formats. There is also information on this on how to write resumes.</li> <li>- Career Center offers a mentoring program for students.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
. Adjournment	<ul style="list-style-type: none"> <li>• Move to adjourn the August 10, 2021 Staff Senate Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Unanimously approved</li> </ul>