

Kentucky State University  
Staff Senate Minutes

Tuesday, December 8, 2020  
3:00 p.m.-4:00 p.m.

Attendees

Present Staff Senate Members: Jasmin Thurman, Jack Lee Wollman, Jr., Elise Borne, Alison Jackson, Barbara Hayes, Danielle Barber, Louis Milligan, Jim Dodds, DC Conwell, Ashley Abshire, Nathan Cochran, Samantha Combest; D. Jamar Simmons; Chandee Felder; Donna Carter

Present Staff Members: Dr. Betty H. Olinger, DeAnna Brown, Candice Raglin, Sonia Sanders, Christina Jones; Shimir Keith; Shreya Patel, Dave Crowe, Frederick Williams, Alicia Smith, Tasha Fritzwiliams, Michael DeCourcey, Lauren Graves; Tia Spence Gigger, Dave Crowe

Absent Staff Senate Members: Yolanda Benson, Travis Haskins; Ed Fields (excused)

Item	Discussion	Decision/Proposal
1. Call to Order		
2. Roll Call	Roll was taken by Secretary Jack Lee Wollman Jr.; attendees are listed above	
3. Adoption of Agenda	Motion to approve the agenda for the December 8, 2020 Staff Senate Meeting	<ul style="list-style-type: none"> <li>Unanimously approved</li> </ul>
4. Approval of Minutes	Approval of November 2020 Staff Senate Meeting Minutes	<ul style="list-style-type: none"> <li>Unanimously approved</li> </ul>
5. Opening Remarks	Budgeting Webinar was sent out for staff to watch.  Meeting are recorded.	<ul style="list-style-type: none"> <li>Jack will add attending staff members to role.</li> </ul>
6. Regent Report December 3 Board Meeting	Thank you staff members for attending todays meetings  New \$50 million residence hall has been approved  Contracts for auxilliary student housing has been approved.  Contract for extension for COVID testing has been approved.	<ul style="list-style-type: none"> <li></li> </ul>

	New accrual policy for staff was approved.	
7. Questions for HR	<p>What dates are we off for winter break. According to the website, it says the 4<sup>th</sup>, Board of Regents approved until the 11<sup>th</sup> and it also been said we are off until the 13<sup>th</sup>. What is the official answer?</p> <ul style="list-style-type: none"> <li>- Official return date is the 4<sup>th</sup>. However, Board of Regents approved us to be off until the 12<sup>th</sup>. It will be up to the individual departments to decide when people in that department. Each staff member will need to speak to their individual about this.</li> </ul> <p>What is the actual revision for the sick leave policy and vacation policy.</p> <ul style="list-style-type: none"> <li>- <b>Sick leave policy</b>, starting January 1, 2021, accrual time will only happen once a month. Previously it was done twice a month.</li> <li>- <b>For vacation time</b>, everyone accruals time at same rate. After a ninety days, for an employee to be paid vacation time if they separate from employment, they must give a two week notice and must work this time as well. Also, the max amount that will be paid out are hours that are paid out within one year. 15 days for 0 to 5 years. 20 days for 6 to 14 years, 25 for 15 plus years. Employee would lose any additional lose that is occurred beyond this. This will go into effect March 1, 2021.</li> <li>- An FAQ will be going out through email to explain this.</li> </ul>	
8. Setting and Approval of 2021 Senate Meeting Dates	<p>Currently, meeting times are set to the second Tuesdays of each month at 3PM</p> <ul style="list-style-type: none"> <li>- January meeting date may change due to winter break schedule. This meeting date is January 19, 2021</li> <li>- December meeting date will be changed from December 14 to December 7.</li> </ul>	Changes in meeting dates are unanimously approved.
9. Staff Senate Committee Reports	<p>When we established our priorities for this year, we need to make sure we follow through with what we decided to do. Progress needs to be made throughout the year. Committees need to meet monthly.</p>	<ul style="list-style-type: none"> <li>• President Brown is okay with all committee ideas.</li> <li>• Jasmin needs to set up Executive Meeting.</li> </ul>

	<p>Also, if anyone needs to use the staff senate Zoom meeting account, just let Jasmin know.</p> <p>If anyone is interested in joining a committee, email the staff senate email and let us know which committee you are interested in.</p> <p><b>Outreach Committee:</b></p> <ul style="list-style-type: none"> <li>- No updated today.</li> </ul> <p><b>Staff Morale Committee:</b></p> <ul style="list-style-type: none"> <li>- Still working on surveys. When this survey is sent out, we want everyone to feel their answers are confidential.</li> </ul> <p><b>Staff Relations Committee:</b></p> <ul style="list-style-type: none"> <li>- No updates today. Staff Relations Committee will be meeting on Friday.</li> </ul>	
10. Adjournment	<ul style="list-style-type: none"> <li>• Happy Holidays!</li> <li>• Next Meeting: Tuesday, January 19, 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Everyone: don't forget to wear masks and social distance.</li> <li>• Unanimously approved 3:50PM</li> </ul>