**USF Staff Senate General Meeting**

**10/8/19**

**Marshall Center Chamber Room**

**10:00 a.m.**

The meeting was called to order at 10:08 a.m. by S. Howle.

**Speaker – Calvin Williams, VP for Administrative Services**

* Background
* USF Alum. Returned to USF after 30 year career in U.S. Air Force. Retired as a colonel.
* Served as a C level executive in engineering and senior leadership roles both internationally and in the U.S.
* Bachelor’s in Engineering from USF, Bachelor’s in Industrial Technology from Southern Illinois University, Master’s in Public Administration from Troy State University, and a Master’s degree in Military Operational Art & Science from Air Command and Staff College. Currently enrolled in the DBA program here at USF.
* Currently has oversight of the Administrative Services Business Center, Facilities Management, and Parking and Transportation Services.
* Oversees all aspects of new construction, maintenance, and improvements on existing buildings, grounds, recruiting, training, and retention of employees, management of campus parking facilities, and the campus bus system.
* Consolidation
* Staff is part of the glue that brings this all together. Go to Town Hall meetings.
* Consolidation benefits the students. Student need to go where they want to do their best.
* Won’t lose the regional focus.
* How will students move around the different campuses? Not sure yet.
* One USF geographically distributed. We are a community. We are growing alumni in hopes they will come back.
* Staff needs to be unified. People are afraid of change. Stay focused.
* Help people understand what the need is. Grow the Senate membership to make an impact.
* Building Downtown
* 12/2/19 – temporary certificate of occupancy.
* It’s a signature building.
* When can we see the new building?
* Would have to wear protective gear. Could only take in a few people at once.
* Someone would have to set up a tour in January 2020. S. Howle will check with C. Post regarding this.
* Built to withstand a Category 3 hurricane.
* In VP Williams area:
* Holds quarterly town hall meetings.
* Has a new employee breakfast.
* Makes time for his employees.
* University needs a football center to compete and keep recruits. If you don’t have the right tools, it’s difficult to get things done.

**President’s Report – S. Howle**

* Ideas for a venue for the Holiday lunch:
* The Columbia Restaurant
* Jackson’s Bistro
* Harpoon Restaurant
* S. Howle will email menus.
* Lunch with the President. Does the President Currall want to do this?
* Usually occurs once a month. Consists of eight staff members, the Senate President, and the Chair of the University Wide Committee.

**Vice President’s Report – M. Washington**

* The President sent out letters to Staff Senators and their supervisors regarding their participation in the Senate.

**Secretary’s Report – W. Jennings**

* A motion was made by M. Washington to accept the August and September minutes as is. T. Wilds seconded the motion. The motion was unanimously approved.

**Sergeant at Arms – M. Nickless**

* Nothing to report.

**Treasurer’s Report – T. Wilds**

* E&G funds - $3,110.00
* Carry Forward funds - $7,619.66
* Concession funds - $900.00
* Gift-in-Kind funds - $2,728.56
* Dollars for Staff Scholars -$2,124.62

**Parliamentarian – B. Vojnovic**

* Nothing to report.

**Committee Reports**

* **Communications – G. Gates-Fowler**
* Nothing at this time.
* **QQA – S. Louise-Jeune**
* Nothing to report.
* **Senate Operations – K. Sellers**
* Twenty-three eligible applicants for Fall 2019 scholarships.
* A motion was made by M. Washington to distribution $60/person for scholarships. W. Jennings seconded the motion. The motion was unanimously approved.
* A motion was made by M. Washington to elect K. Sellers as chair of the Senate Operations Committee. W. Jennings seconded the motion. The motion was unanimously approved.
* W. Jennings spoke regarding the possibility of setting up the Dollars for Staff Scholars fund as an endowment. We would need to raise $25K to do so and then use the interest it throws off for scholarships. We would also need to keep fundraising.
* If we got 25 Senate members to raise $260 from each of four people, we would have $26,000…more than enough for an endowment. That would only be $10/paycheck for one year or $5 per paycheck for two years!
* K. Seller will connect with G. Lombardi to check on this for us. T. Wilds and W. Jennings are willing to help with this project.
* **Staff Morale – T. Pierson**
* Still checking on a table for the Homecoming Parade.
* We have a table for the Benefits Fair on 10/23/19. Will send out an email for Senators to sign up. M. Nickless found a Senate brochure. She will updated the officers and get us some for the fair.
* **University Wide – M. Brown**
* Still confirming 2020 guest speakers. Has a template letter to send to speakers.

With no further business the meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Wendy S. Jennings

Secretary