**USF Staff Senate Monthly Meeting**

Tuesday, June 8, 2021, at 10:00am

Microsoft TEAMs

**In attendance:** Moniquie Brown, Ginny Fowler, Pam Hallman, Beverlyn Harris-Johnson, Sclafani Louis-Jeune, Kym Sellers, Earle Trott, Brittany Vojnovic, and Tammi Wilds

**Excused due to work commitments:** Brooke Dean, Wendy Jennings, Adrian Ruiz

**Guests:** Janel Edwards, Brenda Holt

**President’s Report – Mo Brown**

1. Board of Trustees here in the Marshall Student Center today, so may be interrupted. They are asking why there are still signage for physical distancing and why the plexiglass is still up. It was mentioned that the Dean of the Library is no longer wearing a mask, even on elevators.
2. Sharon Howle has resigned from Staff Senate effective immediately. Fortunately, Earle Trott has agreed to serve as Chair of the University Wide committee. Sharon spent about an hour a week mentoring Earle in this role, so it will be a smooth transition.
3. Staff Senate Member participation is low. We have 4 members who have not attended meetings or volunteered to serve on a committee. Pam, Mo and Kym will meet this week to draft a letter to these 4 Staff Senators that they will no longer have the privilege of serving as a Staff Senator. It is not fair that people are not getting support from Staff Senators who refuse to sign up for a committee.
4. Future Initiatives – Recruiting new Staff Senators. We are losing people, sometimes just from changing to another job. June 28th everyone will be back on campus. Adrian will be working on a Staff Senate tri-fold brochure to hand out to staff. How do we get the Staff involved? Nice discussion on different initiatives, such as 2 1-hour meetings instead of 1 2-hour monthly meeting. Many said it was much easier to have the 1 2-hour meeting.
5. Staff Senate & HR Collaboration meeting – Mo and Kym met with AnaMarie Root, HR Learning and Talent Coordinator; Angela Badall, HR Data Operations; and Nate Taylor, HR Employee Relations Committees; regarding Angela Sklenka’s speaker topic at the Staff Senate meeting earlier this Spring and how there could be an opportunity for a Staff Lunch N Learn session on collaborating with your supervisor and how to improve your annual performance evaluations. The conversation introduced the topic of a Staff Leadership Retreat for the Staff Senators. Mo said we would talk to our Staff Senators at the next meeting and get back with HR to schedule if there is interest. Several Staff Senators mentioned they would be interested in both sessions especially if they are tailored for the Staff at USF. One Staff Senator mentioned that Angie Sklenka is a breath of fresh air and thought it was a great idea.

**Vice-President’s Report – Kym Sellers**

1. Discussed having every third meeting having a committee break-out session instead of a speaker to incite more energy into the committees and brainstorm ideas.
2. Mo and Kym are meeting with HR June 21st regarding AFSCME.

**Secretary Report – Wendy Jennings** (excused absence)

1. Motion was made by Sclafani Louis-Jeune to accept the May minutes and Pam Hallman seconded the motion. The motion was approved by quorum.

**Assistant Recording Secretary** - vacant

**Treasurer’s Report – Tammi Wilds**

1. Budget Report submitted
	1. E&G - $3,036.00
	2. Carry Forward - $10,479.00
	3. Concession – 675.00
	4. Dollars for Staff Scholars - $1,311.56
	5. No new expenditures
2. It was suggested that we look into if we can move monies from our general funds into our Dollars for Scholars fund, since it is getting to a critical low balance.
3. Let’s set a date for the Quiet Quality Awards Annual Celebration in October (look into Homecoming week). Mo will talk to Darci about planning the event in the MSC. Let’s see if we can encumber the money needed for reserving a room in the Marshall Student Center and catering for this annual event. It was mentioned that this year’s celebration will include 2020 & 2021. Sclafani is drafting an email invite today and will be contacting President Currall’s assistant to see if he is available to attend.

**Sergeant-at-Arms Report** **– Pam Hallman**

1. Meeting with Mo and Kym to draft letter to Staff Senators that are no longer active in Staff Senate.
2. Pam suggested welcoming staff back to campus in August, which was well received. Possible multiple locations. We can provide donuts or granola bars and water to the staff. Mo suggested a table be set up in the Marshall Student Center’s Atrium area, Beverlyn suggested a place in the library, and Kym suggested she could have a spot by the WELL for USF Health staff. It was suggested that St. Pete and Sarasota campuses possibly have sites.

**Parlimanentarian** – **Brittany Vojnovic**

1. No updates – baby is doing well and sitting up by herself.

**Communications and Marketing Committee – Adrian Ruiz** (absence excused)**/Ginny Fowler**

1. Working on a new Staff Senate tri-fold pamphlet to hand out to staff. Could provide some to HR at the new hire Orientations.
2. Need photos are needed to post to Instagram.

**Quiet Quality Awards Committee** **– Sclafani Louis-Jeune**/Vacant

1. There were no nominations in May.
2. Will contact President Currall’s assistant to get his availability to attend the annual Quiet Quality Awards event that is tentatively set for October. His availability will dictate when the event happens.

**Senate Operations Committee** **– Brooke Deen** (excused absence, Kym Reported)/Vacant

1. 3 Scholarship recipients did not do their compliance so have not been awarded their scholarship yet. Brooke is contacting the recipients to let them know what they have to do in order to get the Dollars for Scholars money.
2. The next cycle for the Dollars for Scholars begins about 5 weeks into the Fall Semester.

**Staff Morale Committee – Beverlyn Harris-Johnson**/Vacant

1. Everyone coming back on campus August 23rd
2. Wants to do Pam’s Welcome back Staff suggestion.
3. Bev thanked everyone for the cards, texts and emails of support and thanks everyone for keeping her family in their prayers.

**University Wide Committee** **– Earle Trott/**Vacant

1. Upcoming Speakers:
	1. July is President Currall and Dean Petersen speaking on Coming Back to Campus.
	2. August is Donna Pepper in HR.
2. Is now seeking a Vice-Chair for the University Wide Committee.

**USF Committee Reports:**

* Sclafani reported that the **Council on Racial Justice** met for a 2-hour meeting and some members were very emotional. The meeting focused on finding the officers and everyone providing an introduction. The committee is made up mostly of faculty.
* Mo reported that the **Student Success Task Force** meetings have been canceled for June and July.

Meeting adjourned at 11:01am

*Minutes respectfully submitted by Kym Sellers*

Next meeting: **Tuesday, July 13, 2021 at 10:00am in TEAMs**