



Salisbury University – Staff Senate
Thursday, August 1, 2019
Founders Room, Guerrieri Student Union

Members In attendance: Steve Blankenship, Donna Carey, Paul Gasior, Lisa Gray, Sara Heim, Teri Herberger, Matt Hill, Kim Meyer, Tabitha Pilchard, Safaa Said

Executive Staff: President Charles Wight

Chair, Tabitha Pilchard, opened the meeting at 10:00 am

July minutes will be emailed out for review and approved at the September meeting.

I. Reports

a. Dr. Wight

- i. Fall freshman enrollment is up by 200 students
- ii. Transfer student enrollment is down – they're looking to do more with local community colleges to help increase transfer enrollment
- iii. Revenues are up slightly
- iv. New office hours for SU services have gone into effect. SU students were polled and were onboard with this decision.
- v. Looking forward to Day of Service

b. CUSS Updates

- i. Next meeting is 8/13/19
- ii. Will submit a proposal to have an elected staff person on future presidential searches.
- iii. CUSS representatives Teri Herberger and Lisa Gray gave an update on their meeting with Linda Gooden, Chair of the USM Board of Regents
 1. New Chancellor is projected to be named by December with the College Park president search to be completed in spring 2020.
 2. People soft contract for SU expires in 2020. SU is partnering with other USM schools to get the best deal on a new management software.

II. Old Business:

a. Standing Committees – Updates

- i. Human Resources – Joe Benyish has agreed to be the new chair and will resume regular meetings
- ii. Communications
 1. Has been updating the Staff Senate website.
 2. Confirmed staff members can submit suggestions through the website anonymously
 3. Staff Senate meeting minutes will be published on the site after they have been approved at the following month's meeting.
- iii. Work Force Allocation
 1. Donna Carey will create a recommendation for the second round of equity adjustments to be completed in Spring 2020 to help those affected by compression. The recommendation will be submitted to Marvin Pyles.

- b. Update on Operating Hours 8 – 4:30
 - i. Feedback has been overall positive
 - ii. Various departments on campus will be staying open later during the first two weeks of the semester to accommodate all students.

III. New Business :

- a. Notification of Election Results to Staff
 - i. Senate discussed various methods for posting the results of Staff Senate election and agreed that election results should be sent out sooner to the campus community in upcoming elections.
- b. Staff Senate Email
 - i. Tabitha Pilchard added an automatic response
 - ii. All Senators have access to the email account and have developed a system to address all emails.
- c. Snack and Chat Sessions

September 18, 2019	Volunteer Day of Service – HR (confirmed)	Nanticoke A/B/C
October 16, 2019	Benefits Enrollment – HR (confirmed)	Nanticoke A/B/C
November 20, 2019	Student Mental Health	Montgomery Room
December 18, 2019	(none – end of semester and year)	Nanticoke A/B/C
January 15, 2020	Freedom of Speech (OIE course)	Nanticoke A/B/C
February 19, 2020	Budget – tuition remission and other budget topics	Nanticoke A/B/C
March 18, 2020	Active Shooter presentation	Nanticoke A/B/C
April 15, 2020	Employee Kudos - HR (confirmed)	*
May 20, 2020		*
June 17, 2020	How to answer reference requests for employees/ students - HR	*
July 15, 2020		*
August 19, 2020		*

- d. Staff Senate Suggestion Box
 - i. Annual Days to Sick Leave
 - 1. Staff member submitted the suggestion to have unused annual days (annual days earned over the maximum limit of 50 days) to be rolled over into sick days. Staff Senate agreed that there are state policies in place that preclude this from being possible.
 - ii. Holloway Hall Lunch/Break Area
 - 1. Staff member submitted a suggestion that because of the new operating hours and the option for a 30 minute lunch that there is no break room or lunch area within Holloway Hall for employees and the amount of time is too short to go off campus. Staff Senate discussed and decided to ask Marvin Pyles if furniture could be put in the basement area of Holloway for this use. Senate also suggested the use of Fulton, a short walk from Holloway.

IV. Adjournment

Meeting adjourned: 11:50 am

Next Meeting: Thursday, September 12th, Founders Room, Guerrieri Student Union.

Respectfully submitted,
Sara Heim