Staff Senate Executive Committee
Approved Minutes
August 21, 2014

The regular meeting of the Staff Senate Executive Committee was called to order on September 18, 2014 at 9:02 a.m. in the International Room, Morris University Center by John Caupert, President.

Present: Bartholomew, Caupert, Cobetto, Dusenbery, Fricke, Kershaw, Welter

Absent: Hamil

Guests: Michael Pulley, Donna Lesicko, Chad Martinez

John asked to add an additional item to the agenda: Chad Martinez, Director of the Office of Equal Opportunity, Access and Title IX Coordination request to talk to the Staff Senate Executive about new online training regarding sexual assaults. It was agreed by all.

Guest Speaker: Chad Martinez

Chad informed the Senate that online training about sexual assaults will be available for all employees to take. It will be highly encouraged but not mandated at this time. Employees should allow 30-45 minutes to take the training. They will log in using their user id. Labs and/or kiosks will be made available for employees who do not have access to a computer in their daily work schedule.

A new policy addressing stalking and domestic violence will soon be complete. There was a discussion and a few questions were asked:

Q. Is it possible to do the training as a group since some employees’ schedules are so busy during the time when they are expected to take the training?

A. Chad will look into that possibility and follow up with John.

Q. Will students have to take the training about domestic violence and stalking?

A. Yes; freshman, athletes and Greeks will be taking it. The athletes have added training from NCAA. Next year all first year students will be required to do the training and a system set up for accountability.

Announcements

Summer Murphy is the new SURS representative and will serve as an ex officio member of the Senate.

The Board of Trustees meeting for September was canceled.

Consideration of Minutes: The August 21, 2014 minutes were approved as submitted (Dusenbery/ Cobetto).
**Old Business**

Employee Banquet: Donna Lesicko, Chair of the Fundraising Committee and Banquet Committee reported that attendance increased since the last report. Not all senate members are participating. There was a discussion about committee work on vacation time. It was decided to get clarity on what is in policy before taking any course of action.

**New Business**

Committee Panel Reports: John Caupert requested that committee and panel chairs use the form provided when they have a report and send completed report to the governance secretary by Friday the week prior to a meeting. That way, the reports can be sent out with the agenda and minutes helping to make the meetings more efficient. The senate members can read prior to the meeting and have questions ready for the chair.

**Other**

Parking & Traffic: Bill Dusenbery reported that various issues have arisen in the new parking equipment in the metered lot. They are being resolved. It was suggested that Bob Vanzo be invited to a Senate meeting for a discussion about the new parking rules and how things work with the new vendor. There was a discussion.

**Adjournment:** The meeting was adjourned at 10:05 a.m. (Bartholomew/Lesicko).

*Approved as submitted October 16, 2014 by the Staff Senate Executive Committee*

*Vicki Kruse/University Governance*