



Staff Senate Monthly Meeting Minutes

October 18, 2023 | 3:00 p.m. | SCOB 307

[Zoom Link](#) / Passcode: VN3\$b1GC

	Name	Attendance
District 1	Steve Myers	Present
	Sidney Wilson	Present
District 2	Brittany Folden	Present
	Tonya Irwin	Present
District 3	Christina Liston	Present
	Kamell Hawkins	Present
District 4	Daniel Cleckler	Present
	Alexia Herrington	Present
District 5	Nyree Brockman	Present
	Dawn Dearion	Excused Absence
District 6	Kim Stapp	Present
	Erica Goss	Present
District 7	Michelle Gonzalez	Present
	Alan Lizarraga	Present
District 8	Rachaelle McMinn	Absent
	Genita Harris	Present
District 9	Tyler Armstrong	Present
	Edward Farina	Present
District 10	Nicole Gaston	Present
	Geoff Doepker	Present
District 11	Kasandra Harris	Absent
	Amanda Whitt	Present
District 12	Robert Smith	Present
	Samantha Cockrell	Excused Absence
District 13	Kimberly Tutt	Present
	Angela Hukill	Present
District 14	Tina Taylor	Present
	Michelle Salge	Present
District 15	Theresa Moore	Excused Absence
	Kimberly Carrillo	Present
Ex-Officio	Ex-Officio	
	Bruce Bettinger	Present
	Christina Chatman	Present
	Cindy Scott	Present
	Victoria Rubio	Present
	Shanese Williams	Present



Agenda Minutes

OLD BUSINESS

- ❖ Approve September Minutes
 - To be approved next month due to timing.

NEW BUSINESS

- University Announcement- Pritchard Custodial Services has begun putting up QR codes in some buildings to help track and ensure that cleaning is timely and proper. You can also request cleaning if not provided.
 - Some buildings have the QR codes, but some buildings may not have them yet. They had 90 days to get the QR codes set up. The custodian will scan upon entering and note the cleaning that occurred. An Admin in the building or area should have access to the system to check these. Anyone would be able to scan the QR codes to submit a work-order for mess or general cleaning. The normal process for submitting a work-order through HelpNow will still exist.
- Staff Senate Committee Updates
 - Leadership – Bruce Bettinger
 - Thank you to everyone who attended Meet your Senator. Successful events!
 - Star Award – Tina Taylor
 - Person has been selected but they have been on vacation. Be on the lookout for email.
 - Benefits
 - Communications
 - Parking- Career Success Conference- several lots affected.



- Nursing, Career Success Conference, and Rose Festival Luncheon all are events this week which will affect parking. Emails were sent from Robert Cromley about the affected lots.

- Nomination & Election
- Faculty & Staff Awards
- University Appreciation
- Staff Development
- Policy and Procedures

➤ **GUEST SPEAKER**

- Dr. Colleen Swain, Associate Provost for Academic Success and Dean of Undergraduate Studies
 - Just had an external review of academic success program. Began going through report; many advisors attended as well as Student Success Liaisons, Representative from Faculty Senate, Career Success, Enrollment Management, and more.

➤ **Advising Updates:**

- Dr. Calhoun mentioned the expansion of undergraduate advising in the last meeting. We will be following recommendations on research for how to support our undergraduate students. We will be going down to 250-1 Advisor to student ratio. This number is fluid, depending on many factors. Our advisors WANT to be able to do more for our students than what they currently can. We have created a career ladder to give room for growth; Advisor I, II, III. Also working on better salaries for advisors. Administration agrees and supports this motion to help keep our advisors on a good path. We will continue to work on that. 30 advisors + 2 pre-matriculation advisors which will take a load off of traditional advisors by being able to go to high schools and help students. We have 14 vacancies for Advisors; hiring pool currently for colleges to come together and review



applicants. Ashley Bill has been working with the Advising Training and Development Team on how and what we can do to make sure Advisors have a voice.

○ Questions:

- As our colleges grow, will it be easier to get additional advisor positions approved?

- There is hope that this process will help mitigate that issue. The commitment from the Provost is that Advisors are one of the most important aspects of the students' success.

• Ms. Chloe Dix, SGA President

- Excited to be collaborating with multiple university departments to hear what is happening around campus. Filling new seats, still a new senate. Special elections were held yesterday. There are only 3-4 returning senators, so everything is still new for most student senators. Next project is the Night Breakfast that SGA will be hosting.

○ Questions:

- Bruce: Special Projects funding?

- \$2200 for the year; idea to possibly have a shuttle golf cart service from Victory Village to campus to help alleviate parking issues. Still brainstorming different solutions.

OPEN FORUM

- Robert Smith: Student Engagement and Crisis Center having trunk or treat. 178 cars between campus and local organizations. Sunday Oct 22 from 5p-7p in lots 7 & 8 around the Cowan Center. Expecting 3k-5k attendees. Volunteers please contact Robert Smith, robertsmith@uttyler.edu.
- Bruce: Contract Routing Process – please continue to bring us your concerns.

ADJOURN *Next meeting will be Wednesday, Nov 15 at 3:00 pm, SCOB 307 or via ZOOM*

- Motion – Alan L.



UTTylerTM

**STAFF
SENATE**

- Second – Brittany F.