



Minutes

Staff Advisory Senate
June 19, 2018 @ 9:00 a.m.

I. Call to order

A. Meeting was called to order at 9:02 a.m.

II. Roll call

A. In attendance: Amanda Ortiz, Cynthia Branch, Evelyn Montoya, Gabrielle Griego, Manuel Valdez and Francina Martinez. Excused was Karen Wezwick and absent was Orlando LeFebre.

III. Approval of the Agenda

A. There was a motion by Evelyn Montoya and seconded by Manuel Valdez to approve the agenda after adding SAS Stipends to the discussion items. Motion passed.

IV. Approval of the Minutes

A. There was a motion made by Gabrielle Griego and seconded by Francina Martinez to approve the minutes. Motion passed.

V. Reports

A. Presidents Report

1. President Ortiz mentioned that she created an email address to receive salary parity questions from the campus community in order to create FAQs with President Serna. She also sent out the committee interest forms campus wide again. Discussion followed. There was also discussion regarding another \$1,000 Bar for the next fiscal year and it was decided that we would request \$ 1,500.00. President Ortiz mentioned that she had discussed with President Serna the idea of having some sort of employee recognition gathering with concerns of funding. He encouraged SAS to pursue this and to let him know the estimated costs when determined and he would work on funding. There was also some discussion regarding the SAS group having a spot in The Luna Light. Karen Wezwick volunteered to work with Jesse as the SAS Liaison. President Ortiz reminded everyone that there is a regular Board Meeting scheduled for this evening.

B. Secretary/ Treasurer's Report

1. Secretary Treasurer Valdez gave out Jump Drives and Binders as well as a detailed Spreadsheet on the expenditures for the FY2018 of \$1,000.00. President Ortiz discussed the status on the tablecloth and banner and a discussion followed.

C. Vice President's Report

1. Vice President Montoya reported that Human Resources is still working on the Salary Parity so we still have no updated Membership Group List.

D. Staff P & P Committee Report

1. Gabrielle reported that she had sent out an e-mail scheduling a meeting and she has nothing to report at this time. President Ortiz mentioned to Gabrielle that she needed to present a written report to the SAS on a monthly basis starting in July. Discussion followed.

E. Welcoming Committee

1. President Ortiz mentioned that she had met with the committee and asked them to meet on a weekly basis at least until they are able to get things off the ground. President Ortiz also mentioned that Member LeFebre had sent out an e-mail campus wide requesting all departments to provide him with any promotional items that they would like to donate to provide to new hires. Discussion followed. President Ortiz also mentioned that Orlando needed to provide a written report to the SAS on a monthly basis starting in July.

VI. Discussion Items

A. Growth, Unity & Morale Survey

1. President Ortiz showed the members present the progress made on the survey thus far with hopes of sending it out by the end of July or beginning of August. Discussion followed.

B. Community Committee

1. President Ortiz mentioned that the HLC Team really liked the idea of us trying to form a Community Committee. She also mentioned that she had spoken to Elaine Luna and that she would report back to the SAS as things progressed.

C. Cross Training

1. President brought up the idea of starting some sort of cross trainings with every department being involved. Discussion followed with the idea of Bring your co-worker to work day. Discussion led to examples of training on the library and the bookstore.

D. SAS Stipends

1. President Ortiz reported that she had talked to President Serna regarding the possibility of the SAS Members receiving stipends. Discussion followed with a special meeting to be held on June 26th at 1:00 p.m. to work on making changes to our By-Laws to include the stipends.

VII. Other Business

1. The idea of forming a Union was discussed and it was mentioned that the Faculty Senate Committee was looking into the possibility of having a union representative visit out campus in the near future to talk about the possibility. Discussion followed.

2. An employee spoke out regarding her concerns about the way the Salary Parity was handled and what some of her concerns were. Discussion followed with President Ortiz assuring the employee that her list of questions and concerns would be added to the already existing list and presented to President Serna.

VIII. Adjournment

There was a motion made by Evelyn Montoya and seconded by Cynthia Branch to adjourn at 11:18 a.m. with the next regular meeting to be held on July 24th @ 9:00 a.m. in the boardroom. Motion passed with Sec. Treas. Valdez to take care of the facilities request.