



MINUTES

Staff Senate Work Session
May 12, 2021
8:30am, Online



- I. Establishment of Quorum / Roll Call**
Quorum was established with roll call. **Present:** Georgia Baca, Karen Wezwick, Shannon Ortiz, Lawrence Vigil, Gloria Pacheco (came late) and Jessica Flores. **Absent (all excused):** Matthew Cordova and Emily Ulibarri.
- II. Call of Meeting to Order --** Chair Baca called the work session to order at 8:40am.
- III. Approval of Agenda** –Shannon Ortiz motioned we approve the agenda, Lawrence Vigil 2nd; vote showed all in favor--motion passed.
- IV. Approval of Minutes** – no minute, as this was a work session.
- V. Public Comments** – no comments—work session.
- VI. Informational/Discussion Items**
 - A. Staff Stipends/Clarification and deadlines:** Chair Baca went over the stipend pages, so that when the rough draft copies are reviewed by Chair, on 19th with Wezwick’s help. Pictures for watching the Board meetings will suffice, since a Zoom link was not sent out.
 - B. Election preparation for Staff Senate**—Forms for this year’s Staff Senate Election will be sent out to all, after modifications are made on all docs, with dates solidified on a timeline page (att. A). Specifics: Nominations began, with email announcing the four available openings. Senators are encouraged to search out a representative to run from their own group (Professional, Gen. Maintenance, Administrative Assistants / Office Managers, and Technician / Other), or run again. We all feel that this particular group has worked very well together, and encouraged all to stay in. Wezwick will be setting up a vote with Sandra Rivera, so that elections can be done simply through an email poll.
 - C. Graduation representation / confirmed volunteers** –Chair Baca confirmed that all will either be working Graduation, or have a representative work for them. A total of 10 volunteers have confirmed.
 - D. Continuation of By-laws and Constitution review:** finish-up with Constitution, Senators Wezwick and Pacheco will get together before 17th work session, to finish looking at both Const. & By Laws, to make sure nothing was overlooked.
- VII. Action items –none**
- VIII. Unfinished Business / Follow-up Items**
 - A. Election preparation for Staff Senate
 - B. Employee End of Semester (year) get together (survey)
 - C. Faculty In-service input request (Staff Video)
 - D. By-Laws & Constitution review / wrap-up
- IX. New Business -- none**
- X. Adjournment**—Lawrence Vigil motioned for adjournment, Jessica Flores 2nd, vote was taken; all in favor, motion passed, meeting adjourned (37.43 min. later) at 9:18am.