



STAFF SENATE MEETING MINUTES  
Thursday, July 11, 2024 - 10:00 AM ITS Conference Room

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- I. Call to Order was promptly 10:00am
  
- II. In attendance – Katie Whatley, ~~Grant Stone~~, Taylor Haigler, ~~Jeff Reynolds~~, Brittany Brissey, Matthew Moore, Awaili Thomas-Quarles, ~~Jamie Wilson~~, Karla Coffey, Kendra Rodgers, Jason Smith, Karen Petit, ~~Katherine Lukas~~  
Ex-officio: ~~London Thomas~~ or ~~Kurstin Lacoste~~ (HR), ~~Jessica Partlow~~ (DAC)  
Guests – Patrick Moore, Immediate Past Senate Chair
  
- III. 2024-2025 Senate Introductions
  - a. The present senators introduced themselves and shared which division they represent, along with their role at the university.
  
- IV. Overview of the Staff Senate
  - a. Taylor Haigler reviewed the mission statement and vision statement of the Staff Senate with the group. She expressed that the new senate term brings opportunities to build a strong and sustainable organizational foundation for the senate to grow on. She reviewed the newly implemented strategic goals of the Staff Senate and shared that all initiatives will tie to a strategic goal to align with our purpose and support the university’s vision.
  - b. Taylor Haigler reviewed the organizational structure of the Staff Senate, explaining how senate seats are designated and the role of a senator. She explained the board positions, including Chair, Chair-Elect, Secretary, and Treasurer. She discussed the roles of the five senate committees and encouraged the senators to think of what committee they would like to serve on. Committee assignments and the elections for Chair-Elect, Secretary, and Treasurer will be at the August Staff Senate meeting.
  - c. The senate discussed goals and priorities for the 2024-2025 term. Taylor Haigler emphasized her focus on establishing clear policies and guidelines for the senate, potentially in the form of bylaw updates, a senator code of conduct, or a senator handbook. Karla Coffey suggested implementing an employee garden on campus and shared her involvement with the garden student group on campus that could lead to a future partnership. Awaili Thomas-Quarles emphasized her focus on mental health support for the university’s staff, faculty, and students.
  
- V. Election of Senate Chair
  - a. Matt Moore facilitated a Special Election for the Senate Chair by secret ballot. Awaili Thomas-Quarles and Taylor Haigler accepted nominations for Senate Chair. There was not a majority vote during the meeting. Matt Moore will contact the four absent senators for their vote and will report back to the senate when the results are conclusive or by July 15<sup>th</sup>, whichever comes first.
  
- VI. Discussion on Senate Vacancies

### Staff Senate Mission Statement

The Lander University Staff Senate exists to enhance the welfare of its staff; to serve as a liaison between staff, administration, faculty, and students; and to advise the administration on matters concerning the staff. This focus provides staff a voice to promote a positive, respectful work environment that sustains both personal and professional growth. In support of the university’s strategic plan, specifically the goal of remaining an employer of choice, the senate strives foremost to contribute to the overall success of Lander University and its students.

- a. Taylor Haigler and Matt Moore discussed the current senate vacancies. There are currently four open seats on the Staff Senate:
    - i. 1 vacancy in Athletics
    - ii. 2 vacancies in the Office of Dean of Students
    - iii. 1 vacancy in Student Experience & Quality Assurance
  - b. The elected chair will reach out to the vacant divisions and allow them to fill their seats. The seats will remain vacant until the next election if not filled by their respective divisions. Matt Moore noted that we will need to consider the division that will have a vacancy once the chair is elected.
- VII. Upcoming Meetings and Elections
- a. Taylor Haigler noted the distributed schedule of meetings for the 2024-2025 senate term.
- VIII. New Business
- a. Office Spotlight Recognition
    - i. Taylor Haigler recognized the Jackson Library staff for receiving the July 2024 Office Spotlight.
  - b. Diversity Advisory Council
    - i. The Diversity Advisory Council did not have a report.
- IX. The meeting adjourned at 10:55am.

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