

**University of Puget Sound Staff Senate  
Agenda for October 14, 2020, 12:20pm  
Via Zoom**

PRESENT: Present: Alison Tracy Hale (Faculty Senate liaison), Aubrey Shelton, Bob Kief, Carol Odland, Cathy Purcella, Cris McCarty, Cindy Matern, Deborah Hope, Emily Holloway, Erin Ruff, Francisco Perez, Frank McNeilly, Jamie Spaine, Jake Nelko, Janessa Caminos, Jason Rotchstein, Jenee James, Jessica Hartenstine, Justin Canny, Kelli Delaney, Krista Johnson, Landon Wade, Lee Ann Packard, Luanne Meyer, Mary Powell, Matthew Dammes, Moe Stephens, Nicole Cariño (ASUPS president), Sage Haynes, Sabrina Shepherd, Sarah Johnson, Greg Pfeiffer, Ti Nguyen, Vivie Nguyen

I. Call to Order and Welcome – Holloway called the meeting to order at 12:21pm.

II. Consideration of Minutes from September 9, 2020 – Motioned, seconded, and approved minutes

III. Questions of Officer, Committee, and Representative Reports

- Chair updated on Staff Senate report to Board of Trustees' fall meetings and ongoing meetings with President Crawford (as part of new practice for more staff involvement that began last academic year)
- Faculty Senate charging standing faculty committees, discussing ways to get faculty and staff involved in conversation around Spring 2021 plans
- ASUPS underscored great news of zero COVID cases on campus, excited for VP Diversity and Inclusion search
- No reports from Vice Chair, Treasurer, Secretary, HRPP, E&G, Special Events, Staff Recognition, and PR committees
- Compensation committee aware of upcoming Budget Task Force and working with HR on data;

Moe Stephens asked about new pay levels for WA Fair Labors Standards Act's impact, Erin Ruff (as HR staff, not senator) reported Cindy Matern has met with Cabinet who are making plans for those affected by changes in exempt/non-exempt status, 1/1/21 will see new threshold and some staff affected already; Cindy joined and confirmed Erin's comments, institution must comply and no plan to increase salaries to keep employees exempt, VPs working with their departments who have staff affected and up to those VPs on funding (paying overtime or adjusting work to keep staff at 40 hrs/week), staff moving from exempt to non-exempt will continue to accrue vacation as they did as exempt; question was posed hypothetically if retirement funds return to 12% for exempt staff what would happen, staff who had moved from exempt to non-exempt would revert to receiving 12% as well (to mirror vacation accrual at higher rate)

IV. Old Business

- Continued service until election

Secretary reached out to all senators whose terms ended May 2020 (six area incumbents and two vacant seats expiring; 13 at-large and five vacant seats expiring) to ask if they could continue to serve this academic year; five senators not continuing and a sixth will step down at end of calendar year 2020; Holloway expressed appreciation for those who have served and need to step down as well as those who can continue to serve

Motioned, seconded, and approved to 1) suspend Staff Senate bylaw Article V, Section Five, Parts C and E and postpone 2020 general election and 2) suspend Article IV, Section 1, Parts A, B, and G and extend terms of service of those senators whose seats which were set to expire in May 2020 for up to one year additional service

- Elections and committee service

With new apportionment of senators approved in March 2020 (17 area [West, three; East and North, five each; South, four] and 17 at-large senators), and approval of above, Senate needs to populate committees, Secretary will send committee assignments as of May 2020 and allow senators to express their interest in committee service for the current academic year

- Bylaws review (to include apportionment of senators to staff)

Past and current executive committees have struggled with senate vacancies and committee service due to these vacancies. Sabrina Shepherd suggests increase in both area and at-large ratios to mirror Faculty Senate (12 faculty members on Faculty Senate, with non-Senator faculty populating standing committees), fewer senators would meet more frequently than current monthly all-staff meeting but would keep monthly all-staff meeting for larger discussions and connections across campus; either/both of these changes would require bylaw changes in several areas

#### V. New Business

- Board of Trustees meeting, October 22-24, and staff representatives

Chair report submitted for Board review and consideration, which mirrors Faculty Senate and ASUPS reports; open meeting will be Friday, October 23, 11:45a-1p, all staff welcome to attend and watch for Board of Trustees email to campus community for Zoom link

Sarah Shives, Ryan Del Rosario, and Phillip Wells will serve as staff representatives on Academic and Student Affairs, Development and Alumni Relations, and Finance and Facilities committees, respectively

- Veteran's Day – Vivie Nguyen spoke of lack of community for veterans on campus, gathering information (already sent to faculty, upcoming message to staff) about veterans in campus community with plans to connect these individuals and support Veteran's Day recognition

#### VI. Other Business

#### VII. Announcements (open forum)

- Aubrey Shelton and Jenee James report student-athletes are back on campus with plans for competitions to begin in '21, zero COVID cases thus far!
- Justin Canny announced his and Katie Barofsky serving as staff representatives on Budget Task Force

- Sabrina Shepherd announced her role as notary public and happy to help colleagues in that capacity

VIII. Adjournment – M/S/P adjournment at 1:31pm