

University Staff Senate Meeting Minutes

Date: Wednesday, August 11, 2025

Location: OSC Meadowlark Room

Time: 1:30 PM

Call to Order

President Michelle Hensley called the meeting to order at 1:33 PM.

Roll Call

Quorum was confirmed. Attendees introduced themselves and their departments.

Approval of Previous Meeting Minutes

No previous meeting minutes to approve as this was the first meeting of the University Staff Senate.

Guest Speaker

None.

Officer Elections

President-Elect: Tracy Eagon

Treasurer: Libby Graham

Secretary: Tom Smith

Shared Governance Reports

Faculty Senate: Not present.

Student Government: Not yet reconvened.

University Leadership Team: Emily reported on the upcoming Opening Meeting and President Newsom's onboarding schedule.

Human Resources Updates

Orientation report will be presented next month.

Open Enrollment for benefits will occur in October. 2% increase on rates.

Benefits and Wellness Fair scheduled for September 29, 2025.

HR contact email updated to hr@pittstate.edu.

Cabinet Update

No meeting with University President yet.

No KBOR USS-UPS Council Joint Meeting announced yet.

Exploration of stipends for USS leadership is underway.

Treasurer Report

Budget approved: \$3,500 total.

General Use Account: \$1,500 (non-food expenses)

Foundation Fund: \$2,000 (food-related expenses)

Secretary Report

Templates for agendas and minutes will be sent to Tom Smith, Senate secretary.

Committee Reports

Professional Development Day: Planning underway for March 12, 2026. Committee will handle logistics and programming.

Satisfaction (Docking) Survey: Led by Michael Woodrum. Volunteers to email him.

Parking Committee: Reviews ticket appeals via email.

Board of Governors: Donna Jacobs appointed as representative.

Sustainability Committee: Awaiting meeting schedule.

Senate Welcoming Committee: Will create handouts for new staff. May include brochure or bookmark.

Outstanding Senior & Golden Gorilla Committees: Will convene in spring to review applications.

Tuition/Revenue Committee & Grievance/Shared Leave Committee: Not active at this time.

Employee Initiatives Teams (EIT): Members to confirm continued participation.

New Business

Committee selections to be finalized at the next meeting. Members to email preferences.

Announcements

August 21–22: Crescent Drive closed for construction.

August 22: Opening Meeting at 9:30 AM in Bicknell Center.

August 23: Community Fair at Cleveland Plaza.

August 24: Involvement Fair in the Ballroom.

August 25: Community Service Fair in the Crossroads.

Good of the Order

Next Meeting September 11th, 1:30pm Meadowlark, OSC

Adjournment

Meeting adjourned at 2:18 PM.