

Andrews University

Staff Senate

Minutes for meeting held November 11, 2019.

Present: Lorena Bidwell, Chair; Martin Bradfield, Laura Carroll, Deby Andvik, Brenda Francis, Steven Nash, Mona Sarcona, A’Lisa Sorensen, Ashley Neu, Erica Bradfield, Aimee Regoso, Ben Panigot, Jameson Bangkai and Nestor Caceras

Members Present

Regrets: Myrna Constantine, Daniel Johnson, Janine Lim, Michael Nixon
Lorena Bidwell opened in prayer

Prayer

VOTED the approval of October 21, 2019 Minutes.

Minutes

Reviewed where to find helpful things for Staff Senate information.

Committee Action Review

Documents for Staff Senate

Board Report

1 of 3 schools that increased enrollment in 2019

Positive in increase in tuitions

Expenses are a little over but that is because medication benefits were over.

Budget assumptions have a 2.5 million bottom line.

NAD .8% and Lake union 1% increase.

Think about the increase that we have for health care and it may eat up the increase that a staff/faculty member may get in a raise.

15 members took the early retirement and about 10 will be replaced but are earlier in their career and will probably be a little cheaper.

Social Committee

Social Committee

Reviewed whole list of events for the year.

Faculty/Staff Awards is biggest party – Used to be out of University Communications but Rebecca is retiring and Pat will be working remotely.

Christmas Party

Food drive – God’s abundant pantry

Suggestions for Recognition Night

Years of service for 25, 30, 35, and 40 there is about 40 people being recognized this year. Do a little booklet for the 25 years and recognized as a group.

Group recognition at 30

Individual recognitions at 35 and 40.

Reviewed the website for Staff Senate.

Website

Past years agendas / minutes will appear on a separate page.

This is an updated version of the most recent version of the Staff Senate Constitution. We added a date at the top.

Staff Senate Constitution

Edited the duties section from the previous version.

“Plan” who is really in charge of general staff meeting and other professional development opportunities. Is it the provost’s office, HR or staff senate. Suggestion: We are participating in the planning in the general staff meeting and professional development opportunities

Suggestion for wording:

Specific items that the Staff Senate can include but are not limited to the following: Participate with the office of the provost and human resources in assisting in professional development opportunities for staff, general staff meeting and other events. (pg 2)

(pg 1)

- Advocate for staff needs, concerns, and interests by providing a means for communication for staff and administration. (Current 1st bullet)
- Promote educational opportunities for staff (current 3rd bullet)
- Support efforts for building staff morale (last bullet)

General Staff Meeting

- Confirm Parliamentarian
- Announce/Demo Website (Erica Bradfield)

Staff Worship –

- Who is going to coordinate these? Maybe Jose B.
- Should it include faculty?
- What day is best?
- What time is best to start it?

Other Items for Future Agenda’s

Ad Hoc Committee – To continue to discuss the Staff Engagement Survey – To look at Staff Stress, Workload, Work/Life Balance, Morale

5:34pm

Adjourned

Lorena Bidwell, Chair

Laura Carroll, Secretary