

Staff Senate Meeting Agenda
Wednesday, November 17, 2021 @2:00 p.m.
Virtual Meeting

- I. Call to Order
- II. Roll Call
- III. Guest Speaker: Dr. Alan Utter, Provost
- IV. Routine Business:
 - a. Meeting Minutes
 - b. Treasurer's Report
- V. Old Business
 - a. Committee Updates
- VI. New Business
 - a. SGOC Emeritus Proposal
- VII. Announcements and Reminders

Staff Senate Meeting Agenda
Wednesday, October 20, 2021 @ 2:00 p.m.
Zoom

1. Call to Order – Alyssa Wells, President at 2:00 p.m.
2. Roll Call: Himaja Balakrishnan, Sandra Bramblett, Robby Davenport, David Englken, Pat Glascock, Kim Parker proxy for Whitley Green, David Hakenewerth, Leigh Anne Hall, Deanna Harris, Kevin Hennings, Sherry Hufstedler, Melissa Jackson, Christina Kostick, Kelli Listenbee, Lana Martin, Cathy Naylor, Hope Phillips, Madeline Ragland, Beth Robison, Kelly Sabin, Jennifer Salo, James Teague, Natalie Turney, Blake Walker, Alyssa Wells, Rebecca Oliver
3. Routine Business
 - a. Meeting minutes: Kelly Sabin moved to approve the September 15 minutes. Deanna Harris seconded. All approve.
 - b. Treasurer’s Report – Deanna Harris
4. Guest Speakers
 - a. Athletic Student Services – Lydia Placzek introduced herself to Staff Senate and shared her contact information.
 - b. Benefits Update – Dr. Lori Winn
 - This Friday, October 22 is the annual flu shot clinic.
 - Next Wednesday, October 27, the ASU System will host a virtual benefits fair. There will be information on open enrollment as well as representatives to answer questions during this event. Registration information and Zoom details will be emailed to all employees.
 - Open enrollment will be November 1-16, 2021. There are no changes to the health benefits, but there will be a minor increase in price. Those who utilize flexible spending accounts will have to participate in open enrollment; otherwise, employees are not required to attend.
 - c. Budget Update – Donna McMillin
 - 2021-2022 Total Operating Budget: \$204,497,148; E&G Operating Budget: \$168,548,030; Auxiliary Operating Budget: \$35,949,118.
 - 2021-2022 E&G Salaries & Related Fringe: \$111,857,995 – 66.37%
Instructional and Academic Support Salaries & Fringe: \$70,496,364 – 63.02% of total E&G Salaries & Fringe

Staff Senate Meeting Agenda
Wednesday, October 20, 2021 @ 2:00 p.m.

Zoom

- 2021-2022 E&G Budgeted Revenue:
 - 57.85% Tuition & Fees - \$97,502,190
 - 38.17% State Appropriations - \$64,342,359
- Instruction has increased \$9 million over the last 10 years. “Personal Services” has had an \$8 million increase over the last year, while supplies & services has declined.
- The pandemic amplified existing enrollment concerns for higher education. Our traditional student enrollment has declined steadily, while A-State Online students have almost doubled since 2011.
- Fiscal Year 22 Budget - \$6 million budget shortfall is predicted
- A portion of temporary salary savings for \$750,000 is budgeted and will likely be used during the upcoming fiscal year.
- Budget reduction strategies – temporary salary savings, classified & non-classified temporary salary savings, part-time labor, supplies & services, 2.5% assessment to carryforward funds (balances above \$1,000 and some fund exceptions). Assessed quarterly at .625% of balance minus encumbrances.
- The 4% is based on what individuals have in their accounts. Whatever balances were available in September, we assessed the percent.
- Total assessment will be 5% this fiscal year, with 2.5% moving forward each year.
- Fiscal Year 2023 & Beyond – Align the budget with A-State’s strategic plan.
- The budget models have always been based on the on-campus enrollment, which is not representative of our enrollment anymore. So we are restructuring to fit what our campus population looks like now.

5. Old Business

- a. Zoom/Hybrid meeting options
 - Everyone is in agreeance to continue to meet virtually for the foreseeable future.
- b. Staff Senate Committee and Charge
 - Re-charging all standing committees to define their processes and formalize their structures (i.e. defined term limits, creating a “handbook,” etc.)

6. New Business

Staff Senate Meeting Agenda
Wednesday, October 20, 2021 @ 2:00 p.m.
Zoom

- a. T-Shirt Fundraiser
 - Alyssa Wells asked the Philanthropy committee to convene and discuss selling the t-shirts created for Staff Senate senators in Spring 2021. Also suggested considering adding a sweatshirt as an option. The Philanthropy Committee can discuss and decide where the funding will go.

- 7. Announcements and Reminders
 - a. Printing and Copying Services
 - Alyssa Wells and Cathy Naylor are representing Staff Senate as the university chooses a printing and copying service. The vendor presentations will be taking place on Wednesday, October 27.
 - b. Reporting website
 - The subcommittee has worked to create a reporting website for all the types of reporting a person might want to make, (i.e. Title IX, UPD, Pack Support, discrimination/harassment, student conduct, etc.)
 - c. PROPS
 - This process will be implemented soon and the website will mirror the “Get to Know the Faculty” website.
 - d. Catastrophic Leave Bank
 - Information on donating to the catastrophic leave bank was emailed recently to all employees.
 - e. Next Meeting: November 17th, 2021

Sandra Bramblett motioned to adjourn, and Beth Robison seconded. Meeting adjourned at 3:03 p.m.



Staff Senate Treasurer's Report

October 31, 2021

<u>University E & G Accounts</u>		<u>Beginning Balance</u>	<u>Debit/ Credit</u>	<u>Remaining</u>
Staff Senate 110000-120008-1630	Beginning Balance FY22 4% Budget Reduction	\$1,969.66	(78.79)	<u>\$1,890.87</u>
<hr/>				
Santa's Wolves Agency Account 930002-390000-5000	Balance Forward	\$ 1,240.27		<u>\$1,240.27</u>
<hr/>				
ASU Foundation Accounts Santa's Wolves 200067	Balance Forward October Contributions (Payroll)	\$24,268.16	407.00	<u>\$24,675.16</u>
<hr/>				
Staff Senate Discretionary 200069	Balance Forward	\$23,880.72		<u>\$23,880.72</u>
<hr/>				
Staff Senate Education Assistance 230139	Balance Forward October Contributions	\$718.03	56.64	<u>\$774.67</u>
<hr/>				