I. Call to order
Dan Cook called to order the regular meeting of the Staff Senate at 12:00pm. Alex Parrish made motion to adopt the meeting and Jon Wooge seconded the motion.

II. Attendees:
Attending: Blair Allen, LaTawnya Burleson, Dan Cook, LeeAnn Ellis, Velva Grover, Anna Hawthorne, Linda Hazelwood, Robena Hughes, Robin Lawson, Janet Murphy, Steve Nagle, Jason Oberoi, Alex Parrish, Heather Parrish, Danette Poole, Louellen Sharp, Tamarah Smith, Amy Splitt, Tollin, and Jon Wooge. Bonnie Alberts, Alex Guest, Katrina Loan, Sue Teel, and Beverly Williams.

Excused: Judy Alford, Cyndi Booth, Steve Myers, Donna Raines.

III. Program
Menah Pratt-Clarke- Vice Provost for Inclusion and Diversity & Vice President for Strategic Affairs –Holds Faculty in School of Education in College of Liberal Arts and Human Sciences

Dr. Pratt-Clarke Presented her speech on Inclusive VT and Diversity! What does it mean?

Dr. Pratt-Clarke has just recently joined Virginia Tech Employment on Feb 1st and will be building upon the foundation and commitment of Inclusive VT. Here speech was very informative on Inclusive VT and Diversity and what is needed to help students, staff and faculty members to communicate appropriately to the community around us and in their work environment. To better define what Inclusive VT is, we have to ask questions like: What do we serve? And Who are we serving? We also need to know the principle of communities. Menah will be presenting an online modular in the Fall lasting 30 minutes on the Language of Diversity for the freshmen and Graduate students and it will be entitled: How to choose a friend? What she hopes the students get out of this is to how better to speak the diversity language throughout the community.

Question was asked if in the near future will there be an online modular for staff and faculty members as well. Dr. Pratt-Clarke stated that this would be something that is in the works, but it will probably be a year before it is available. 2nd question is their plans on trying to implement some sort of assistance for the physically disabled in and get around the college. Dr. Pratt-Clarke stated that there are 9 different caucuses and one of them is for the Physically Disable this caucus would be one that would address this
question. In conclusion, she hopes to get representatives from the staff, faculty and students to join the Inclusive VT once it is presented. Please view this link to learn more about Inclusive VT and Diversity. http://dms.tlos.vt.edu/content/adhoc/q4893/

Elizabeth Howard-Local Knowledge Survey

Miss Howard- is seeking volunteers to fill out a brief survey that will help us learn more about the skills and forms of creativity that New River Valley residents and Virginia Tech staff purse on their own time. You can go to the following link to take the survey: http://tinyurl.com/gulver2. Please take the time to fill this out it shouldn’t take no more than 5 minutes.

Alex Parrish-Staff Association Leadership Group

Alex explained how the Staff Association Leadership Group is to help better address the issues that each association and committee may have and how this group can help work out those problems. He asked to have at least one member of each committee or association, preferable the Leader, to be present at the next meeting which will be on March 24, 2016, Thursday at 3:00pm at the Newman Library on the 6th floor.

Jon Wooge-Elections and Nominations Committee

Jon reported that the senate election will be held the first week of April and there are still some committees that don’t have any candidates nominated for the seats. They are;

- **Energy and Sustainability Committee (two seats-staff senator or senate alternate)**
- **Commission on Research (one seat-staff senator or senate alternate)**
- **Staff Senate Secretary**
  Jon asked that if we know of anyone to nominate to please do so and soon. The voting will remain open for a week until these seats are filled. Jon also reminded us that the Committee’s only requirements are to be a staff employee and to be on a Commission you have to be a staff employee that is on the senate.

- Election of officers shall be held by secret ballot by April 1. Election and/or nomination of representatives to the University Council, Commissions, Advisory Councils, and Committees and other appointments shall be completed by April 1.

- A majority vote of those present shall be necessary to elect officers and/or representatives. In case no candidate receives a majority, the candidate receiving the fewest votes shall be removed from each successive ballot until one candidate receives a majority.
If two nominees where voted on for the same seat and the votes were close, then names would be presented to President of Virginia Tech who would then select the nominee. Question was asked where would we go to get a description of the Committees and what would be expected of the person that is running for the seats? You would need to contact the person that is over that committee so that they could better explain what the role would to be on the committee.

Jon asked that we close the nominations that we have now except for the seats that don’t have candidates at this time. Alex motion for the close and Steve seconded it.

**Dan Cook- President of Staff Senate**

Dan addressed the fact that him and Heather Parrish (Chair of McComas Leadership Committee) are getting a lot of phone calls from faculty and AP faculty about trying to register for the McComas Staff Leadership Seminar.

Dan stated that this seminar is only for Staff and that is the way it should remain. Everyone agreed. Heather stated right now the seminar is full and that there is 55 people that are on the waiting list, so at this time it does not look as there will not be any openings. Someone asked why isn’t the Staff Senate informed of the Seminar first before sending out the memo to everyone else, since this was done many years ago. Heather explained this is her first time on the committee and she didn’t know about this policy and would bring this up next year. Someone asked if anyone is verifying that all that sign up are actually staff members and yes this is being confirmed.

Dan asked if anyone has speakers that they would like to see come in and speak or if they have some sort of interests. Someone mentioned possibly landscaping and plans of the campus. Curt suggested Jason Soileau who is over Campus Planning. Another suggestion was to maybe bring in Thanassis Rikakis who is Executive Vice president and Provost.

Dan informed everyone one that the meeting next month will be at VBI again because North End Center was not available. Dan made a motion to close Alex seconded the motion.

Next Meeting: April 21, 2016, Thursday- Noon at VBI Conference Center

**Minutes presented by: Katrina Loan**
The following updates for various committees and commissions were emailed as follows:

- Alex Parrish of the Commission on Staff Policies and Affairs reports:
  - In March, we met with Rodney Irvin about the process staff follow to make complaints. A presentation on several state and university organizations was given, questions followed. Minutes are online.

- Velva Grover of the Commission on Faculty Affairs reports:
  - RESOLUTION TO APPROVE COLLEGIATE PROFESSOR SERIES OR NONTENURE TRACK INSTRUCTIONAL FACULTY MEMBERS and RESOLUTION TO APPROVE COLLEGIATE PROFESSOR SERIES FOR NONTENURE TRACK INSTRUCTIONAL FACULTY MEMBERS especially discussing the relevance of the journal impact factor.

- Mellisa Elliot of the Campus Development Committee reports:
  - Projects In Construction
    - Upper Quad – With Pearson Hall complete, Brodie Hall is now in construction and will be completed later than the contract date. The Addison Caldwell statue will be located to the updated plaza between Brodie and Pearson.
    - New Classroom Building – Jason Soileau mentioned the merits of the classroom building and the collaboration/common spaces that will be inside. When the project is complete the committee will plan to take a tour.
    - 460 Interchange – In construction currently, with the bridge and road structure to be in place Summer 2017/Fall 2017 with a Fall 2018 Final Finish. Jason Soileau mentioned he would provide a more detailed update at next month’s meeting.
  - Drillfield Paths
    - Starting with a quick review, Jason Soileau shared the process and progress of the Drillfield Paths. Since the first comment period, two materials have been eliminated due to failure, and there is currently a comment period underway. Please remember to comment, and encourage others to do so. Challenged with inventing the future path material, there were three proposals for a grant to investigate this possible path material, two were complimentary and the groups will work together. The process should begin next month. Please let me know if you need additional information. I would recommend having Jason Soileau as a future guest at the staff association meeting.

- Peter Johnson of Commencement reports:
Our last meeting was February 3, 2016. The idea was put forth to possibly have more ushers in order to help escort those in wheelchairs more efficiently. There was also discussion about relocating the check stand, which was bumped into and knocked over three times last time. There was mention of concern about the traffic patterns that day two suggestions were put forth to open the university at noon or close it entirely on Friday due to the congestion. The advertised start time is going to be pushed back 30 minutes to account for tardiness that ends up disrupting the set timeline. There was also mention of concern over the business school breakfast timeline and several coordination issues stemming from it.

- Quinn Steen from the Library reports:

  - At our last meeting held on December 1, we returned to the topic of library space utilization, and also discussed how the library may support the CLE Pathways minors. Among other possible action items the Library Committee addressed concerns raised by our Graduate Student Representative on behalf of the graduate student body regarding library space dedicated as graduate student work areas.