

**Staff Senate Minutes**  
**June 16, 2016 @ 12:00 PM**  
**2420 North End Center**

Present: Bonnie Alberts, Dan Cook, Chad Dalton, Robena Hughes, Robin Lawson, Katrina Loan, Steve Nagle, Alex Parrish, Heather Parrish, Danette Poole, Tamarah Smith, Sue Teel, Tami Watson, Beverly Williams, and Jon Wooge

Excused: Cindy Booth, Lee Ann Ellis, Alex Guest, and Brian Huddleston

Dan Cook called the meeting to order at 12:00 noon. He opened by reiterating the need for senators and alternates to please sign in on the roster when they are in attendance at the meetings. He briefly reviewed the by-laws/constitution which state senators are to inform the secretary if they will not be in attendance so it may be marked as excused. Per the constitution, if a senator has three consecutive unexcused absences from the regular meetings the senate may vote to remove the individual.

A copy of the agenda was distributed. Motion was made by Alex Parrish to accept the agenda as presented. Motion was seconded by Jon Wooge and the agenda was approved by voice vote.

The minutes from the May 19, 2016 meeting were distributed and Dan Cook asked for senators in attendance to please review. There were three typographical errors in the minutes which need to be corrected. Tamarah Smith made the motion to approve the minutes as presented with the errors corrected. Jon Wooge seconded the motion and the minutes were approved by voice vote.

Dan Cook discussed the Board of Visitors recent meeting and two topics which were reviewed pertaining to staff employees. The General Assembly had approved pay raises for state employees with the contingency clause based on meeting the revenue projections by the end of this quarter. At this time, April and May revenue projections were not met and June does not look positive as well. He encouraged senators that if approached by employees in their associations regarding if getting a raise or not in November, please reiterate it is not a guarantee. The Board of Visitors will address the situation after the General Assembly makes their final decision and more information regarding decisions will be available around July 5<sup>th</sup> timeframe. If employees question if there will be a difference between classified and university staff, please again reiterate that decision to switch is a personal decision and the individual needs to research the options and make whatever decision is best for their situation. The other item reviewed from the Board of Visitors meeting was the Labor Day closure. Virginia Tech has made the decision to close on Labor Day, Monday, September 5<sup>th</sup> (was included on the VT News this week and is located on the Human Resources website). It is considered a staff holiday and an authorized closing for faculty. There will be no classes and offices will be closed that day. Please inform employees of this closing and recorded as a holiday on their leave report and remind them it is their responsibility to manage their time if question about not receiving a compensatory day worked as in years past.

The installation of new staff senate officers took place. Jon Wooge announced the election winners as Alex Parrish as President, Robert Sebek as Vice President, Danette Poole as Secretary and Tamarah Smith as Parliamentarian. He stated everyone who was appointed to a committee has been notified. The positions which require President Sands' approval have not been finalized but Jon Wooge has been informed the president will be completing very soon and the letters will be forwarded to those elected to the commissions and councils. There are two partial term seats available which need to be filled by a senator or senator alternate. There are two years left on a three-year term for the Commission on University Support and one year left on a three-year term for the Commission on Graduate Studies and Policies. Please let Jon Wooge or Alex Parrish know if interested in serving on these commissions.

Other discussion during the meeting was as follows: Katrina Loan stating she is reviewing the by-laws and had some specific questions to discuss during the next executive committee meeting before bringing to the full senate; Tamarah Smith thanked Dan Cook for his service as president the last two years; Dan Cook reminisced about his tenure as president; two guests attending the meeting were introduced and Dan Cook encouraged all present to invite others to participate in the staff senate meetings; meetings in general were discussed and appears majority appreciate the mix of regular meetings and having various presenters/speakers to share information at other meetings; Katrina Loan requested the various associations and committees provide updates of their meetings/events regularly. The communication committee does include numerous committee/council/commission meeting minutes on the staff senate website and include brief summaries in the minutes of the staff senate meetings.

The presidential gavels were presented to Alex Parrish by Dan Cook. Alex Parrish spoke briefly regarding his goals as president. He shared his vision to have more involvement in governance from staff and to live the Virginia Tech motto of Ut Prosim (That I May Serve). Virginia Tech has a culture of service and the role as senators is serving by educating and communicating with staff. He explained the new staff association leadership team/committee was established a few months ago in order to assist senators in learning more about shared governance, building communication between the various associations and supporting and encouraging the service that senators provide to Virginia Tech.

With no further business to discuss, Dan Cook made the motion to adjourn the meeting and Tamarah Smith seconded the motion. The meeting was adjourned at 12:50 PM.

Respectfully Submitted,

Danette Poole  
Staff Senate Secretary