

Staff Senate Meeting Agenda
Wednesday, July 16, 2025 @ 2:00 p.m.
Delta Center 201 and Zoom

- I. Call to Order
- II. Roll Call
- III. Routine Business
 - a. Meeting Minutes (No minutes from April meeting)
 - b. Treasurer's Report
- IV. Voting for New Executive Board
 - Kevin Hennings, Parliamentarian
- V. Announcements and Reminders
 - a. Distribution of Summer Merch
 - b. Access and Accommodations for meetings

Staff Senate Meeting Agenda
Wednesday, June 18th, 2025 @ 2:00 p.m.
Delta Center 201 and Zoom

- I. Call To Order – 2:00
- II. Roll Call – Abigail Speights, Aimee Blansett, Alison Mays, Amber Webb, Brad Bobo, Brandi Hodges, Brandi Tibbs, Erin Marlow, Ian Buchanan, Jackson Poe, Jacklyn Young, Jerry Cooper, Jessica Gregroy, Kamesha McCary, Kathy Hicks, Katrina Watson, Kelli Sabin, Kevin Downum, Larry Floyd, Lisa Glasco, Maria Howard, Mary Martin, Melissa Dooley, Michael Smith, Montana Nelson, Morgan Adams, Pam Henderson, Pat Glascock, Robyn Klerk, Tiffany Mosley
- III. Routine Business
 - a. Meeting Minutes from May were read. Motion to approve past minutes was made by Maria and seconded by Pat. All in favor.
 - b. Treasurers report was read by Pam. One special note was that a new roll over account was created for the silent auction, so we do not lose funding for the EDU stipend.
- IV. Speakers
 - a. Justin Carothers, Senior Director for Academic Technology and Data Analytics
 - Justin spoke about Coursera, a micro credentialing service
 - Coursera is free to A-State faculty and staff
 - The first login asks for a personal password, but use @astate domain to login
 - Over 600 Courses are available and can be completed at your own pace
 - Options include guided projects, videos, and full courses
- V. Announcements and Reminders
 - a. Voting
 - Pictures and elections for the executive board will take place at the July meeting
 - The positions include President, Vice President, Vice President of Communications, Secretary, Treasurer
 - Any current senator can be nominated or self-nominate
 - b. Attendance
 - Please be advised senators should attend meetings in-person if possible
 - The Staff Senate Constitution allows for three absences

- If you cannot attend, please try to send a proxy
- c. Shared Governance
 - Senators are committed to serve on one committee and welcome to serve on more
 - Committees meet at different intervals
- d. Marketplace
 - Sale will end on July 5th. Merchandise can be picked up in the Student Union.
- e. ESPN Televised Football Games
 - ESPN2 at home vs. Iowa on September 13th
 - This is our first-ever home game against a current member of the Big 12
 - ESPN at home vs. Louisiana on November 20th
 - This will also be the staff/faculty appreciation game, so please come out and support A-State
 - A-State employees can receive a discount when purchasing season tickets
- f. Food Pantry Volunteers
 - Volunteers are needed on Wednesdays from 2:00-5:00pm
 - Danny Vivar, Assistant Director of Student Leadership will be here in July to discuss

Tiffany made a motion to adjourn, and it was seconded by Morgan. All in favor. Meeting adjourned at 2:43 P.M.



Staff Senate Treasurer's Report
June 30, 2025

<u>University E & G Accounts</u>		<u>Beginning Balance</u>	<u>Debit/ Credit</u>	<u>Remaining</u>
Staff Senate	Beginning Balance FY25	\$3,003.00		
110000-120008-1630	Includes \$863 Encumbrance to Cover Sign Shop Expenses for New Senators			
	Additional Staff Senate Name Plates and Name Tags		-\$45.00	
	Encumbrance Roll Requisition processed		-\$863.00	
	Postage- Mail Staff Senate Merchandise		-\$12.40	
	32Aucitons		-\$30.00	
	Sodexo- Last Year Food		(\$106.23)	
	Staff Senate Merchandise- Benefit Fair Sales (waiting on \$90 cash to be deposited)		\$150	
	Postage- Mail Staff Senate Merchandise		-\$9.90	
	Amazon Order- Suggestion Boxes		-\$71.60	
	Sodexo Order- Empowerment Series		-\$140.32	
	Sodexo Order- Empowerment Series		-\$144.44	
	Sodexo Order- Empowerment Series		-\$173.49	
	Sodexo Order- Empowerment Series		-\$442.58	
	Victor Cobb, Entertainment for Staff Senate Picnic		-\$250.00	
	Sodexo Order- Empowerment Series- pending		-\$230.96	
	Sodexo Order- Empowerment Series		-\$142.53	
	Sign Shop DPA Awards and Plaques		-\$728.00	
	Staff Appreciation Party Rentals-pending pcard		-\$1,231.88	
	Sodexo Order-Staff Appreciation-pending until after Event		(\$6,625.58)	
	Contribution from Provost's and Human Resources Stipends		\$7,500.00	
	Contribution from Provost's and Human Resources		\$10,109.78	
	Sign Shop DPA President Award		(\$50.00)	
	Silent Auction Proceeds		\$3,502.00	
	Creative Services- Staff Appreciation Certificate Folders		(\$65.00)	
	Gibson Sign Mart- Staff Appreciation Banner Labor		(\$1,030.75)	
	Elite Graphics- New Staff Senator Shirts		(\$360.83)	
	Transfer Silent Auction and Merchandise Sales Proceeds to Staff Educational Stipend Account		(\$3,652.00)	
	Sign Shop Name Plates and Badges for New Senators		(\$198)	
	Stipends Paid to DPA Winners		(\$7,500)	
	Amazon Order- Spend Down Inspirational Items		(\$157)	
				<u>\$3.18</u>
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Staff Senate Agency Account				
930024-390000-5000	Beginning Balance	\$0		
	Transfer of Silent Auction Funds and Merchandise Sales for Educational Stipends		\$3,652.00	
	Merchandise Sales for July 3		\$170	
				<u>\$3,822.00</u>
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Santa's Wolves Agency Account				
930002-390000-5000	Balance Forward	\$ 1,098.41		
	Deposit for Holiday Funding		\$7,500	
	Holiday Assistance		(\$4,258)	
	Storm Assistance		(500.00)	
				<u>\$3,840.25</u>
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ASU Foundation Accounts				
Santa's Wolves				
200067	Balance Forward	\$15,477.57		
	Payroll Deposits (July)		\$352.24	
	Payroll Deposits (August)		337.16	
	Payroll Deposits (September)		366.20	
	Payroll Deposits (October)		399.38	
	Payroll Deposits (November)		401.81	
	Transfer Santa's Wolves E and G Account for Holiday Funding		(\$7,500)	
	Payroll Deposits (December)		595.93	
	Lil Bit Christmas Set Up and Clean Up		750.00	
	Paypal Deposit		200.00	
	Payroll Deposit (January)		196.21	
	Payroll Deposits (February)		590.71	
	Payroll Deposits (March)		398.66	
	Payroll Deposits (April)		199.33	
	Paypal Deposit		12.50	
	Paypal Deposit		12.50	

Payroll Deposit Contributions (May)	578.97
Payroll Deposit Contributions (June)	195.92
Donation Creative Services Sweatshirt Sales	1,407.72
	<u>\$14,972.81</u>

Staff Senate Discretionary 200069	Balance Forward	\$19,097.23	
	Transfer Marketplace for Merchandise Sales (July)	\$617.50	
	Transfer Marketplace for Merchandise Sales (August)	\$363.75	
	Payment to Elite Graphics for merchandise purchases (payment made 9/05/24)	(\$3,286.77)	
	Transfer Marketplace Auction (August, September)	450.00	
	Transfer Marketplace Merchandise (August, September)	\$ 130.00	
	Silent Auction Proceeds	\$1,826	
	Transfer Marketplace Merchandise (October)	\$306.25	
	Move funds to Educational Stipend (May, July, and Sept Auction and tshirt sales)	(\$3,168.00)	
	Other (PayPal)	\$300.00	
	Marketplace (October 28.75)	28.75	
	Payment to Elite Graphics for merchandise purchases (payment made 12/04/24)	(\$1,205.20)	
	Marketplace (February)	\$238.75	
	Payroll Contribution April	\$12.50	
	Payroll Contribution May	\$58.00	
	Payroll Contribution June	\$916.75	
			<u>\$16,685.51</u>

Staff Senate Education Assistance 230139	Balance Forward	\$126.77	
	Contributions (July)	18.72	
	Contributions (August)	18.72	
	Contributions (September)	18.72	
	Contributions (October)	16.64	
	Deposit of Funds from Discretionary account from sales for stipends	3,168.00	
	Contributions (November)	14.56	
	Contributions (December)	15.60	
	Contributions (January)	5.20	
	Contributions (February)	15.60	
	Contributions (March)	10.40	
	Contributions (April)	5.20	
	Contributions (May)	15.60	
	Scholarships Paid	(3,000.00)	
	Contributions (June)	5.20	
			<u>\$454.93</u>

NOTE: Due to Marketplace and Payroll Transactions the Treasurer Report is subject to change due to these adjustments and therefore reports could differ from month to month.