**UNL STAFF SENATE MEETING**

**Date: 11 May 2023, 2:30-4:00 pm**

**Location: Swanson Auditorium, Nebraska Union, & Online:** <https://unl.zoom.us/j/94767184621>

 Note: These are not verbatim minutes. They are a summary of the discussions at the full Staff Senate meeting as corrected by those participating. These are provisional and subject to change until approved at the September meeting.

The meeting was called to order at 2:30.

Name cards are for acknowledgment of the Senator as well as determining the quorum.

Land acknowledgment reading

Consent Agenda

The consent agenda included the 03/09/2023 meeting minutes, today’s agenda, and reports from the DEI, Elections, Liaison, Personnel Affairs, and Recognition Committees.

An explanation of a consent agenda was provided to those present, and it was asked if there were any items that needed to be removed, updated, added, or amended. With no amendments proposed and no objections, the consent agenda was approved.

Officer Reports

**President, Terry Haverkost**

Recognition of *ex officio* members was given to show appreciation for them and the value they can add to the work we are doing.

Chancellor’s Search Advisory Committee: Staff were represented well in the committee. Interviews of candidates have occurred, and recommendations have been sent to President Carter.

Question raised by Tony Lazarowicz, District 3: Do you have a sense of what the timeline is for announcing the finalist for the new Chancellor so we may get on the calendar? Once we see the schedule, could you advocate on behalf of the Staff Senate to have the same time and personnel representation as ASUN and Faculty Senate?

President Haverkost: It is his understanding that we (Staff Senate rep) will be asked to convene and hold a town hall forum with the priority candidate. The Board of Regents must approve the candidate, a decision that will likely occur in July, the candidate will have a 30-day vetting period before the vote can take place. He believes they have started the process to create these forums.

APC (Academic Planning Committee) update: A complete overview of the budget reduction proposal is available [here](https://www.unl.edu/chancellor/proposed-budget-reductions-2023-2024). Most cuts are at the administrative level, some of which will transfer to alternate funding sources. The cuts prioritized a 10% cut in administrative salaries, this applies mainly to Deans, Charis or others that are paid through administrative funding classifications. Most cuts have come from vacant staff and faculty lines and pooled funds that were used to supplement salaries within departments or units. The takeaway from this is a loss of flexibility in any unit’s ability to pay for short-term initiatives or take advantage of opportunities that require up-front cash or pay for programs that brought added value to their units. There will be an opportunity to make public comments on May 17.

Member news: Changes and announcements

Welcome to Joan Kunzman, who replaced Corey Cook in District 6. She will be on the Elections Committee.

With Corey Cook stepping down, Stephanie Bonnema volunteered to Chair the Elections Committee.

Parliamentarian for today’s meeting: Bylaws Chair Christina Franklin was unavailable to attend today’s meeting. In her place, Markeya Peteranetz will serve as parliamentarian.

Pending requests of the administration:

1. Clarification on the process by which the Staff Senate will be added to the UNL bylaws
2. Access to the Future of Work Taskforce Report & the Report from the Mental Health and Well-Being Survey.

**Vice President for Internal Affairs, Sara Haake**

Update on the All-Staff Conference: We were chosen as the Keynote speakers for the conference.

An ad hoc committee, comprised of the committee chairs or their representatives, planned what the keynote will look like. Thank you to all those that contributed to the planning. President Haverkost will give a 15- to 20-minute presentation on the background and creation of the Staff Senate, where we are, and where we would like to go. The discussion will then open to the Executive Committee panel for a question-and-answer session.

On the Second day, we will host a table at the Resource Showcase. If you plan to attend the conference, please sign up to staff the table for one or more of the 15-minute spots. This will be a great opportunity for senators to greet staff who have questions or concerns, and to begin building connections. We have Staff Senate pens to give away as promotional items.

Search for the Vice Chancellor of Student Affairs is ongoing. The first candidate is on campus this week. Sara has the opportunity, along with representatives from Faculty Senate, ASUN, and GSA, to meet with the candidates. If you have questions or concerns that you would like Sara to share, please reach out to her. The other two candidates will be on campus next week. Information on the [three candidates](https://news.unl.edu/newsrooms/today/article/finalists-announced-for-vice-chancellor-for-student-affairs/), including the schedule for their public talks, is now available.

**Vice President for External Affairs, Jessie Brophy**

NU Staff Advocacy Board update: The advisory board, which meets monthly, is comprised of staff leaders from all four campuses within the NU system: UNL, UNO, UNK, and UNMC. Topics discussed include campus climate surveys, alternative work schedules, any non-financial benefits, sick leave policies for office/service staff, and the inefficiency of centralized processes like procurement. If you have a topic that you would like the UNL members to bring up to this group, please let Jessie or Terry know.

From President Haverkost: The Staff Advisory Board is gathering information about the University’s centralized services. If you would like to tell us about your interactions with centralized services – i.e., accounting, procurement, or IT, we will add them to the database that we are building.

Big Ten Collaboration on Staff Advocacy Update: Staff members representing Big Ten institutions met via Zoom on May 4. Each institution was able to provide updates on what has occurred on their campus since the last meeting. Further discussion included the topics of staff leadership development opportunities and staff morale, the state of work, mental health, how to increase workplace satisfaction, and senior leadership (chancellors and presidents) open positions, across the Big 10. Noticeably, some universities across the Big Ten are facing challenges from their state legislators. Primarily, this has to do with legislative opposition to Diversity, Equity, and Inclusion programming.

Staff Senate Strategic Plan: the draft is now ready for senators to review. Jessie will reach out to the committee chairs to facilitate the process of review and feedback.

**Committee Reports & Motions**

Bylaws Committee motion presented by Doug Pellatz, District 3, for Christina Franklin, District 6

***Motion to Amend Current Bylaws Section X.8.1, which currently reads***

X.8.1. The bylaws may be amended at any regular meeting of the Senate by a two-thirds vote, provided that the amendment has been submitted in writing at least 30 days prior to the vote.

**Draft Proposal Update of Bylaws Section X.8.1**

X.8.1. The bylaws may be amended at any regular meeting of the Senate by a two-thirds vote, provided that the final amendment language has been set in writing, and distributed to all Senators, at least 30 days prior to the vote. Amendments should be submitted to the chair of the Bylaws Committee in writing at least 45 days prior to the next regular meeting of the Senate. The Bylaws Committee shall work with the submitter to format the proposal and submit it to the Executive Committee. The Executive Committee shall distribute the proposal to the entire body of the Staff Senate in preparation for a vote at the next full Senate meeting.

 Call for discussion & changes. There was none.

 Vote: Passed with unanimous consent

**Point of Order regarding the role of the Nebraska Extension on the Staff Senate**.

A Point of Order was raised that Senator Scott Evans, a member of Nebraska Extension currently representing District 6, is not eligible to serve under our current bylaws. Therefore, Senator Pellatz moved to Suspend the Rules and allow Senator Evans to complete his term, and to allow the Bylaws Committee time to address Nebraska Extension employees in the bylaws.

President Haverkost: The Point of Order is recognized and valid. This motion is from a committee, so does not require a second. A motion to Suspend the Rules is not debatable, so the vote is immediately called.

Vote: Passed with unanimous consent

***Motion to Approve the Rules of Order for the Staff Senate***

Implications of the adoption of the Rules of Order for the Staff Senate were explained.

 Vote: Passed with unanimous consent

Communications Committee Request presented by Derek McConnell, District 4

The Communications Committee is working on best practices for communications with UNL staff. The Committee asks for suggestions from the senators for individuals who have creative or communication expertise to advise the committee.

Ashley Washburn, District 7, volunteered to serve in this role.

Legislation Committee Report by Jerri Harner, District 2

***The UNL Legislation Committee motions to officially adopt the Staff Senate Code of Ethics and Conducts with the two modifications below***:

1. That item number 5 of the Standards of Conduct “No member of the Staff Senate shall miss a meeting without first notifying one of the members of the Executive Committee.” be amended to read “No member of the Staff Senate shall miss a regular Staff Senate meeting without first notifying one of the members of the Executive Committee.”
2. That an item 11 be added to the UNL Staff Senate Code of Ethics and Conduct that reads as follows: All UNL Staff Senators will adhere to the NU System’s  [“Rules of Engagement for the State Relations in 2023 Legislative Session](https://uofnelincoln.sharepoint.com/%3Ab%3A/s/UNL-StaffSenate/EdubRjZebK5Mugk1-J63azkBnvFR-ffKdcOH57GPt39TSA?e=giGHFc&xsdata=MDV8MDF8fDRkMzFmYzFhOGI2NDQ1OWQ1MDMyMDhkYjRkNzU3MDIyfGZkZGIwMWFkNDk4MzQzNmVhYjM1MWFmMDQzYjgxOGM5fDB8MHw2MzgxODg5Mzg5OTA4NjY0ODJ8VW5rbm93bnxWR1ZoYlhOVFpXTjFjbWwwZVZObGNuWnBZMlY4ZXlKV0lqb2lNQzR3TGpBd01EQWlMQ0pRSWpvaVYybHVNeklpTENKQlRpSTZJazkwYUdWeUlpd2lWMVFpT2pFeGZRPT18MXxNVFk0TXpJNU56QTVPRFEzTVRzeE5qZ3pNamszTURrNE5EY3hPekU1T2pKalpESTFOakUyTmpJelpqUTJOelZoWm1FNU5qSTFPRFk1T0RRMU56UmlRSFJvY21WaFpDNTBZV04yTWc9PXw1OWFjODQ2ODY1ZWY0MDFmNTAzMjA4ZGI0ZDc1NzAyMnw5MzhmNTM3YjliMDg0NzY5YTI5NjdlMDVkZWMwYzhhYQ%3D%3D&sdata=SVRJaFJJVzFuQTJnT3JhMW9sTGNCdC9xZEd1VnZ4VkkrZkcxb2lPbGcwMD0%3D&isSPOFile=1)” and [The University of Nebraska System Executive Memorandum No. 2](https://nebraska.edu/-/media/unca/docs/offices-and-policies/policies/executive-memorandum/the-university-of-nebraska-administrative-structure.pdf) for the 2023 Legislative Session and until the NU System provides an updated set of Rules of Engagement regarding any state relations or interactions by Staff Senate members.

Vote: Passed with unanimous consent

**Unfinished Business**

Senator Tareq Daher, District 3, raised a motion at the end of our March meeting, calling for the Personal Affairs committee to review the mandatory use of vacation leave or unpaid leave to account for the mandatory shutdown.

Eileen Bergt, District 1, posed a question: What was the impetus for this motion?

Tareq Daher: New employees are at a disadvantage when this policy is implemented.

Terry Haverkost: Is there a need to fine-tune the motion that targets a specific element? The Personnel Affairs Committee, if taking it up, may make a recommendation to change the policy in some way. Could share this with the other campuses to have a system-wide recommendation.

Tareq Daher: During the shutdown when employees are not allowed to work, they should not be required to take vacation or sick leave.

Tricia Besett-Alesch: In her role in CAPS (Counseling and Psychological Services) – when mandating unpaid leave, you are also preventing the accumulation of sick time or vacation time. It causes inequality and should be addressed.

Ian Eddington: Can employees be forced not to work?

Katelyn Rife: With supervisor approval, employees may work during the break and not be forced to take leave.

Eileen Bergt: The Senate should keep in mind that during break, not all campus is “shut down.” Needs in labs, museums open, etc.

Tareq Daher restates his motion that the Personal Affairs Committee review the mandatory use of vacation leave or unpaid leave to account for the mandatory shutdown

Vote: Passed with unanimous consent.

**Open Meeting**

Photos will be taken following the September meeting. Members should be prepared to have group photos taken by both district and committee.

Congratulations to Markeya Peteranetz, District 3, on winning the [staff diversity leadership award](https://news.unl.edu/newsrooms/today/article/peteranetz-earns-diversity-leadership-honor-for-staff/).

Patrick Barrett, District 1: We need to have a plan in place to come up with a strategy for district outreach with their constituents.

Terry Haverkost: After meeting with the Communications Committee, it became clear that each district may have a different type of outreach. Each district should come up with a plan individually.

Mikki Sandin, District 3: She and Edgar Montoya held a listening session for staff in the College of Business.

 Parking and the current leave policy were brought up by staff members.

It was asked that the senators who work in the College of Business attend the monthly staff meeting and hold quarterly town halls.

Q: What is the process of raising an issue to the Senate from what they hear from constituents?

A: There are several avenues which may be taken. They may reach out to the relevant committee chair, bring it to the executive committee, bring it up during new business, or write a motion that promotes particular action.

Meeting adjourned at 3:25

The next full meeting of the Staff Senate will be held on Thursday, September 14, 2023, at 2:30 p.m. in the Nebraska Union Swanson Auditorium.

The minutes are respectfully submitted by Joann Ross, Coordinator, and Jodie Barnes, Secretary.