

Support Senate Minutes

April 09, 2020

Microsoft Teams

I. Meeting called to order at: 10:09 a.m.

II. Roll call of officers:

President: Elizabeth Acosta

Vice President: Laura Smart

Secretary/Treasurer: Jadeline Tallon

Parliamentarian: Leila Montgomery

Member: Cris Watson

Member: Russell Johnson

Member: Nathan Swain-Absent U

Member: Ebony Cooper

Member: Crystal Jacobson

Member: Taylor Hill

Member: Yvonne Baird

Member: Denise Alexander

Member: Matt Thompson

Member: Janay Tweedy

Member: Kathleen Iremonger-Absent E

Member: Melissa Sena

Member: Stacy Windsor

Member: Debbie Strong

Member: Taylor Hill

Ex Officio: Malisa Molina

Guests: Taylor Aragon, Shawn Gore

III. Declare a quorum: Quorum declared by E. Acosta

IV. Approve agenda: Motion to approve, C Jacobson, second R. Johnson, all approved

V. Presentation of Minutes: L Smart – JT to make amendment by removing C Baros as member, replaced by Taylor Hill. Motion to approve, L Smart, second D Alexander, all approved.

VI. Treasurer's Report: Balance remains at \$701.28 after Christmas Door reward. Motion to approve L Montgomery, second L. Acosta, all approved.

VII. Report of officers and/or committees:

- a. E Acosta: Any new or changed policies emailed from Dr. P Caldwell to E Acosta and L Smart, please review. If you have questions/concerns, please email them so it may be brought up at the University Council meeting.

VIII. Unfinished Business:

- a. Employee Appreciation Luncheon: The event has been cancelled due to the COVID-19 pandemic. It will resume next year. Motion to approve, L Smart, second D Alexander, all approved.
- b. Senate Service Award Template: Review template file provided by E Acosta on Teams. The chosen template is on the second page (smaller plaque). Made by Sport

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Lab here in Portales. Submit order through email, and don't forget to provide the size too (5x7). Motion to approve, L Smart, second C Jacobson, all approved.

- 1) Added note: E Acosta will email L Montgomery details, including adjustments. Ask Carol Fletcher about payment.

- IX. New Business:
- a. University Council – Policy Review: Already discussed (under VII.a).
 - b. Matt Thompson – Replacement: Just as done with C Baros, a list of employees from same area will be nominated to replace M Thompson as a member. All approved, no motion or second made.
 - c. Well-being of Support Senate: E Acosta is reaching out to SS if any assistance is needed. If so, please let E Acosta and L Smart know. We hope everyone is staying healthy.
- X. Adjournment: 10:41 a.m. Motion to approve, D Alexander, second S Windsor, all approved.
- XI. Next meeting: Thursday, May 14, 2020, 10 am through Microsoft Teams.

Respectfully submitted:
Jade Tallon, Secretary/Treasurer