

**TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
STAFF SENATE**

COMMITTEE NAME: Staff Senate		DATE/TIME/LOCATION OF MEETING:	
AGENDA		ABILENE: 12:00 Noon – 1:30 pm; AMARILLO: 12:00 Noon – 1:30 PM; EL PASO: 11:00 AM – 12:30 PM LUBBOCK: 12:00 Noon – 1:30 pm; ODESSA: 12:00 Noon – 1:30 PM	
CALL TO ORDER BY:			
MEMBERS	Members: Substitutes:		
HANDOUTS	•		
APPROVAL OF MINUTES			

OLD BUSINESS	Presenter(s):
Agenda Item A. Update By Laws and Constitution	
Constitution and Bylaws Study, review for possible revisions Task Force suggested that Vice-President, as parliamentarian, also be designated as Constitution/Bylaws specialist Address section “J” in Bylaws (filling vacancies when shortage of nominees) 1. 2.	
Agenda Item B. Oct, Nov, Dec Meeting Conflicts for El Paso	
1. What will we do about these three months to accommodate El Paso Campus Senate group? October, November, December meetings El Paso scheduling conflict last 30 minutes Shorter meeting these months Same length meeting – but telephone connection to El Paso El Paso Senators arrange room switch with another El Paso group 2. Schedule spring and summer meetings in Abilene	

Agenda Item C.	
1.	
Agenda Item D.	
1.	
1.	
Agenda Item E. Other	
1.	
NEW BUSINESS	
Agenda Item A. Election of 2009- 2010 Officers	
<ol style="list-style-type: none"> 1. Election of officers, President, Vice Pres. & Secretary 2. Who will serve one-year term and who will serve two year terms 3. Webmaster position 4. Representative to Faculty Senate 5. What will we do when there are vacant positions on the Senate 	
Agenda Item B. Professional Headshots for Webpage set-up	
Agenda Item C. Submit work order for creation of email distribution lists	
<ol style="list-style-type: none"> 1. Senators, alternates and total list. Include Cindy Gutierrez and Darcy Powell 	
Agenda Item D. Develop process for dealing with issues submitted	
<ol style="list-style-type: none"> 1. Smoking Areas- Renee Witherspoon 2. Overtime Issues for non-exempt employees - Vestal 3. Tuition Reimbursement issues- Zinck 4. Workout room on Amarillo Campus -Rios 	
ADJOURNMENT	

Next Meeting Date/Time: October 9, 2009 / 12:00 Noon – 1:30 pmCST

AH:ps
09/10/2009