

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

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| COMMITTEE NAME: Staff Senate Task Force Planning Group | DATE/TIME/LOCATION OF MEETING: March 26, 2008 2:00 – 3:30 P.M. 2B480 (Lubbock); 335 (Amarillo) |
| MINUTES | |

CALL TO ORDER BY: Shelley Burson, Chair

MEMBERS Brenda Bobo, Michelle Broselow (absent), Shelley Burson, Steve Cooper, Charla Cothrin, Jo Long(absent), Deborah Schalles(absent), Desta Sharp, Paula Simpson

GUEST Mary Croyle

HANDOUTS • None

APPROVAL OF MINUTES January 9, 2008 and January 23, 2008 – approved as distributed

| OLD BUSINESS | Presenter(s): |
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| <p>Agenda Item A. Constitution</p> <ol style="list-style-type: none"> 1. The January 23 meeting minutes reflect that article I and II of the draft were approved. 2. The discussion on sites and representation from sites vs. representation from schools on the Staff Senate resulted in the following recommendations for Article V. Organization in the constitution: <ol style="list-style-type: none"> a. Members should represent staff as a whole and not consider their area of employment (service area, school, etc.) b. Individual campuses need representation to address any needs due to geographical distance c. Four (4) senators for each campus (Lubbock, Odessa, Amarillo, El Paso) with two (2) senators from non-exempt and two (2) senators from exempt classifications d. Two (2) senators to represent all distance sites (Abilene, Dallas, Marble Falls, etc) with one (1) senator from non-exempt and one (1) senator from exempt classifications e. Total of eighteen (18) senators for TTUHSC | Committee members |
| <p>Agenda Item B. Staff Senate Funds (telephone conversation with David Fry on 2-4-08)</p> <ol style="list-style-type: none"> 1. Shelley Burson visited with David Fry regarding funding for a Task Force mail out to all TTUHSC employees. David stated that funds were not currently available to assist the Task Force with | Shelley Burson |

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| this effort. | |
| Agenda Item C. Other | |

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| NEW BUSINESS | Presenter(s): |
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| <p>Agenda Item A. Meeting with President. Baldwin</p> <ol style="list-style-type: none"> 1. Shelley reported on the meeting of the Task Force Executive members and President John Baldwin. President Baldwin is very supportive of the formation of a Staff Senate at Texas Tech University Health Sciences Center and the efforts of the Task Force. The Task Force will continue to work on the formation of the staff senate and will be submitting progress reports to Mary Croyle, Chief of Staff. The Task Force group has asked for written confirmation of the President’s support. 2. Mary Croyle was invited to attend as many of the meetings as her schedule allows. | Shelley Burson and Brenda Bobo |
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| <p>Agenda Item B. Faculty Senate Representatives</p> <ol style="list-style-type: none"> 1. The question regarding the Faculty Senate representatives, Dr. Johnston and Dr. Hubbard, continued attendance at the meetings was raised. The Task Force realizes both faculty are extremely busy, especially with the upcoming SACS reaffirmation. The consensus was the faculty members are not required to attend but certainly welcome – their expertise is greatly appreciated. | Committee Members |
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| <p>Agenda Item C. Other: Secretary</p> <ol style="list-style-type: none"> 1. Shelley announced that our secretary, Jo Long, is leaving employment with Texas Tech Health Sciences Center – School of Pharmacy. We will defer appointment of a new secretary until a majority of Task Force members are present. Present members will rotate the secretary responsibility until a permanent replacement is named. This group greatly appreciates Jo; she has done an outstanding job for us. | |
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| Next Meeting: April 9, 2008 | |
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| ADJOURNMENT |
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