

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

<b>COMMITTEE NAME: Staff Senate Task Force</b>	<b>DATE/TIME/LOCATION OF MEETING:</b>
<b>MINUTES</b>	<b>March 11, 2009</b> <b>2:00 – 3:30 P.M.</b> <b>2C101(Lubbock); 335 (Amarillo)</b>

**CALL TO ORDER BY:** Shelley Burson- Chair

**MEMBERS** Shelley Burson, Deborah Schalles, Charla Cothrin, Linda Goldstein, Paula Simpson, Brenda Bobo, Desta Sharp, Michelle Broselow, Steve Cooper

**MEMBERS ABSENT** None

**GUEST** Cindy Gutierrez

**APPROVAL OF MINUTES** Minutes approved with this exception: Approval of Minutes should read: The committee decided that Each staff person can vote for each position on the staff senate as such, each ballot will contain all categories at all sites and will allow a staff member to abstain from a particular vote.

<b>OLD BUSINESS</b>	<b>Presenter(s):</b>
<p><b>Agenda Item A- Marketing Campaign</b> Mary Croyle has agreed to do the marketing campaign we should have it by March 20, 2009. It will include a Save this Date, Statline article, Pre-announcement. It will be professional and we are excited about this. However, with the late date we will need to get into action quickly. In preparation the following will find out the number of bulletin boards and contact persons in the following sites: Charla (Odessa), Desta and Linda (Amarillo, Dallas and Abilene), Cindy (other distance sites), Michelle (Midland). We will begin talking with people in the cafeteria on April 1. We need to be talking this up among our coworkers now. The fact that voting for the constitution and bylaws was for only one day was noticed and it was decided that we should change it and have the vote for 10 days beginning April 15, 2009. We also need to check into small department of school newsletters where we could run an announcement.</p>	Task Force
<p><b>Agenda Item B-Meeting with Dondie Ramos and HR</b> Meeting went well and our time frame fits well into his schedule. He is working on the ballots and the nomination form. They asked for one person for the nomination forms to go to and Shelley volunteered. We all agreed this was fine. HR is getting the email permissions set up.</p>	Shelley Burson
<p><b>Agenda Item C-Other</b> None</p>	

<b>NEW BUSINESS</b>	<b>Presenter(s):</b>
<p><b>Agenda Item A- Faculty Senate Report</b> The faculty senate meeting was primarily a discussion of the QEP presentation.</p>	Cindy Gutierrez
<p><b>Agenda Item B- QEP- Inter-professional Teamwork Presentation</b> See attached Presentation</p>	

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**Next Meeting:** April 8, 2009

<b>ACTION ITEM</b>	<b>Who is responsible</b>	<b>Due Date</b>
Getting bulletin boards and contact persons for other campuses and sites	Charla (Odessa), Desta and Linda (Amarillo, Dallas and Abilene), Cindy (other distance sites), Michelle (Midland).	March 20, 2009

**ADJOURNMENT: 3:00 p.m.**