

**FHSU STAFF SENATE**  
**Meeting Minutes**  
January 21<sup>st</sup>, 2025  
Pioneer Room and Zoom – 1:30 pm

- 1) President Bob Duffy called the meeting to order at 1:32 pm.
- 2) Roll Call of Members
  - a) Per the attached Roll Call Register
- 3) Approval of November meeting minutes
  - a) A motion was made by Nikki Houchen and seconded by Tyler Marcotte to approve December 10<sup>th</sup>, 2024, meeting minutes. The motion was carried.
- 4) Guests:
  - a) Staff Member of the Month Recipient
    - i) January – Susan Relaford
  - b) Administration & Finance: Wesley Wintch
    - i) An email was sent out about how to get your W-2.
    - ii) A new search is starting for the Human Resources Director.
    - iii) Still looking at Move to Market. It will be looked at as the legislative session moves forward, and as enrollment numbers for the spring roll in.
  - c) Faculty Senate: Shane Schartz
    - i) It was taken to KBOR about a tuition assistant program for employees to take courses at other regional universities.
  - d) Student Government Association
    - i) Nothing was reported
  - e) Online Student Government Association
    - i) Nothing was reported
- 5) Motion was made by Falyynn Rogers to move up the voting to fill the vacant position of President Elect to now. This motion was seconded by Tobi Neuburger. The motion was approved.
  - a) Nikki Houchen was elected to fill the empty President Elect position until a successor is elected at the regular meeting with elections in May.
- 6) Treasurer Report
  - a) Foundation Report: \$2336.59 as of 1-21-2025
  - b) OOE Report: \$1,583.60 as of 1-21-2025
- 7) Social Report
  - a) One card was sent out
- 8) Orientation Report
  - a) No Longer with FHSU:
  - b) New to FHSU: Martha J Plotner, Robert N Lynn, and Erica A Fisher
  - c) Job Changes: Robert E Lambert, Bryce R Thornton, Kelsi Nicole Broadways

d) Retirements:

9) President's Cabinet Updates

a) Detailed Agendas and Summary Notes are available through the following links:

i) PC users <\\ad.fhsu.edu\fhsudata\UniversityDocs\Cabinet>

ii) Mac users <smb://ad.fhsu.edu/fhsudata/UniversityDocs/Cabinet>

(1) Due to security restrictions, the link will not work for Mac users. Make sure you are either using an FHSU Main Campus internet connection or connected to the VPN. From there, open the Finder > Go > Connect to Server > Copy and Paste the Above Text > Connect.

10) Other Reports

a) Staff Senate Committees

i) Goals Committee (*Richard Weber- Chair, Tyler Marcotte, Marnie Kohl, Nikki Houchen*)

(1) No Report

ii) Recognition Committee (*Erica Meneses-Chair, Tyler Marcotte, Falynn Rogers, Raeleann Weigel, Kerri Schiffelbein*)

(1) January Staff of the month was Susan Relaford

(2) Committee meet last week and picked the February Staff Member of the Month

iii) Events/Promotion Committee (*Marnie Kohl, Erica Meneses Tyler Marcotte, Diane Hernandez*)

(1) The committee will be meeting this week to get all the final touches on Spring events.

(2) Have an office to host the February Staff Social.

(3) Still need an office to host the April Staff Social.

iv) Scholarship Committee (*Diana Staab, Raeleann Weigel, Kerri Schiffelbein, Tyler Marcotte*)

(1) Have scholarship applications to look at.

v) Compensation Committee (*Nicole Frank,-Chair, Diana Staab, Bob Duffy*)

(1) Have not yet, but will meet sometime before budget meetings.

b) KBOR Groups/Committees

i) UPS Council/USSC Joint Meeting (*Nicole Frank, Marnie Kohl, Bob Duffy*)

(1) Only the people on the survey meet. They modified one or two of the questions on the upcoming survey.

c) University Committees

i) Library (*Lacey Wegner*)

(1) Renovation is still on schedule – Spring 2026

ii) Staff Development (*Bob Duffy*) <https://www.fhsu.edu/administrative/adminfin/staff-development/>

\* The Staff Development Committee will review applications four times per fiscal year: September 1st, November 1st, February 1st, and May 1st.

d) Shared Governance

i) Faculty Senate (*Nicole Frank*)

- (1) No January meeting
- ii) SGA (?)
  - (1) They are looking at all the applications
- iii) AAUP (*Nicole Frank*)
  - (1) Nothing to report
- iv) Updates from President Mason (*Bob Duffy*)
  - (1) Talked about the Staff award that is giving out at the Spring Convocation. Talked about changing them from UPS and USS to hourly and salary awards. Right now with USS you would have a 1 in 58 chance to get the award, and for the UPS you would have a 1 in 250 chance. We have 257 salary staff and 253 hourly staff.
- v) University Support Staff Disciplinary Action Appeals (*Tyler Marcotte, Mark Grieve*)
  - (1) Nothing to Report

11) Unfinished Business

12) New Business

- a) Senator Election
  - i) Was moved up in the agenda
- b) President-Elect Election
  - i) Was moved up in the agenda

13) Miscellaneous

- a) Updates
  - i) Staff Development Day is set for June 30<sup>th</sup>, 2025.
  - ii) Welsey will be talking about Goals 4.1 and 4.2
- b) Reminders
- c) Open Discussion of Concerns, Issues, Communication Gaps, etc.
  - i) Do a one to two question survey follow up on the Holiday break.
- d) Senator Appreciation
  - i) Thank you to Nikki and Tyler
- e) Next Meeting: Tuesday, February 11, 2025, at 1:30pm, Stouffer Lounge and Zoom

14) Adjournment: A motion was made by Mark Grieve and seconded by Erica Meneses to adjourn the meeting at 2:15 pm. The motion was carried.

Respectfully Submitted,

*Diana Staab*

Diana Staab  
University Staff Senate Secretary

January 21st, 2025

**Officers**

				<b>Present?</b>	<b>Voting</b>
President	Robert Duffy		UPS	Yes	Yes
President-Elect			UPS		
Secretary & Senator	Diana Staab		UPS	Yes	Yes
Past President	Nicole Frank		UPS	Yes	No

**Provost/Vice President of Acadmic Affairs**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Falynn Rogers	2025	UPS	Yes	Yes
Senator & Secretary	Diana Staab	2025	UPS	Listed Above	
Senator	Kelly Lagree	2026	UPS	Yes	Yes
Senator	Patricia Duffey	2026	USS	No	No
Senator	Lacey Wegner	2026	UPS	No	No
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom  
Zoom

**Vice President of Student Affairs/President's Office**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Marnie Kohl	2025	USS	No	No
Senator	Diane Hernandez	2025	UPS	Yes	Yes
Senator	Tobi Neuburger	2026	UPS	Yes	Yes
Senator	Nikki Houchen	2026	UPS	Yes	Yes
Senator	Erica Meneses	2026	UPS	Yes	Yes
1st Alternate	Dawne Leiker			No	No
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom

**Vice President of Administration & Finance**

		<b>Term Ends</b>		<b>Present?</b>	<b>Voting</b>
Senator	Kerri Schifflbein	2025	UPS	No	No
Senator	Raeleann Weigel	2025	UPS	No	No
Senator	Tyler Marcotte	2025	UPS	Yes	Yes
Senator		2026	UPS		
Senator	Mark Grieve	2026	USS	Yes	Yes
1st Alternate					
2nd Alternate					
3rd Alternate					
4th Alternate					
5th Alternate					

Zoom  
Zoom

Senators Present  
 Alternates for Senators Present  
 Total Present

Need for Quorum	9	Quorum was	Met
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**Guests:**

Susan Relaford

Lisa Morgan

Jacob Dietrich

Shane Schartz

Wesley Wintch

Roger Weigel

Heather McWhirter

Karen Pfeifer

Nathan Baczkowski

Johnae Robles

Anna Towns

Shelley Bryant

Britny Cox

Katie Lunsford

Sue Rindle

Madisyn Green

Doug Storer

Carrie Lane

Staci Moore

Kenadee O'Brien

Shianne McKinnis

Deserae Schluckebier

Sheila McGuire

Deborah Pfeifer

Lincoln Ector

Bonnie Werth

Linda Kepka

Mary Rudman

Baron Green

Cameron Shoemaker

Ann Noble

Sharona Fondoble

Maggie McCombs

Roy Ibarra