

NC State Staff Senate Retreat

James B. Hunt Jr. Library, Duke Energy Hall

Wednesday, July 13, 2022

“Positivity and Great Passion can make the Impossible Happen”

Present: Charisse Rogers, Arlene Mabry, Alicia James, Christenna Hutchins, Jaclyn Johnson, James McDonald, Maria Mursean, Greg Hedgepath, Adriana Lanzas, Maggie Epps, Beth Rosen, Godshen Pallippambil, Laura Riddle, Michelle Healey, Pam Van Emden, Ivan Garcia, Lori Davis, Tyrone Fisher, Charissa Puryear, Cheri Bennett, Casey Shotton, Nikki Evans, Charles Hall, Helen DiPietro, Joe Sutton, Tricia Cage, Vanessa May, Tracy Brown, Zachary Arcaro, Donise Benton, Claudia Kearney, Alan Porch, LaShanda Warren, Lotoya Giles, Jaquan Scott, Karen Marcus, Megan Millman, Shannon Chiera, Asia Gray-Battle, Quashon Bunch, Savannah Matherly, Whitley Grant, Maria Limmen, Jude DesNoyer, Erin Amari, Matthew Carastro, Ruthie Fairbanks, Lance Newsome, Adam Bensley, Joey Brooks, Ranjani Rajagopalan, Keta Williams, Marie King, Latonya Boone, James Hewitt, Jennifer Homan, Adrienne Ellis, Brandon Garrett, Jill Phipps, Trish Palmer, Caffie Darden, Jessica Anderson, Tarasa Jackson, Pat Gaddy, Kim McAllister, Brigitte Perry

Excused: Cordella Rashid, Christopher Resh, Morgan Hembarsky, James Draper, Michelle Haney, Beth Cloninger, Kristen Hoeflaken, Meghan Metcalfe, Valeria Wehiong Batta, Jameco McKenzie, Brittany Bell, Patrick Porter, Robby Badders, Ernest Harrell

Welcome

- Chair Helen DiPietro welcomed Senators to the 27th year of the Staff Senate. Chair Helen stated that this is her “farewell” as Chair and introduced Jill Phipps, as Chair of the Staff Senate 2022-2023.
- Chair Jill expressed gratitude to Helen for her outstanding contribution and leadership awarding Helen with the Chair of the Staff Senate 2021-2022 plaque.
- Chair Jill welcomed new and returning Senators to the Staff Senate Retreat. The Chair stated it is an honor and privilege to speak with you all today, stating that this will be one of the most rewarding opportunities that you will ever experience and encouraged Senators to do all that they can for their constituents.
- Chair Jill expressed appreciation to the Staff Senate Executive Board members and gave a special recognition to Charles Hall and Nancy Phillips.

Chancellor Woodson

Good morning everyone. I appreciate having the opportunity to speak with you today.

I want to start by thanking you all for your leadership, advocacy and service. I know that you have put a great deal of effort into making NC State a better place to live, learn and work, and I am confident that you will continue to do so.

- As I’m sure most of you know, NC State was rated the top employer in the state for 2022 by Forbes.

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- That was due in large part to hard work our staff does to make our university such an incredible place to live, learn and work.
- I want to take this opportunity to speak with you to share several updates from around campus, starting with the state budget.

Budget

- On July 1, the North Carolina General Assembly gave final approval to the state budget. Governor Cooper signed the budget into law on July 11. There are a couple of NC State-specific items I'd like to highlight.
- The budget also provides for an additional 1% salary increase for our faculty and staff on top of the 2.5% increase they were already set to receive.
- In a response to the rising cost of inflation, the legislature increased our total project authority for the Integrative Sciences Building from \$160 M to \$180 M.
 - Since it is a 50/50 split in overall funding, they provided an additional \$10 M to bring their half to \$90 M.
- The legislature authorized the final \$2 M portion of the state's five-year \$10 M commitment to support NIIMBL, the National Institute for Innovation in Manufacturing Biopharmaceuticals, which allows our university along with other universities and community colleges in NC to participate in a collaborative effort to accelerate the development of innovative manufacturing processes for biopharmaceutical products.
 - This commitment provided matching funds for a federal grant from the National Institute of Standards and Technology
- Full funding for the maintenance and operation of our newly opened Plant Sciences Building is also provided, with an increased appropriation of \$2.5 M to give us a recurring total funding amount of \$4.3 M.
- The budget also provides recurring funding of \$400,000 for the NC Clean Energy Tech Center located on our campus, which provides resources and support in the clean energy space.

Research

- I want to take a few minutes to highlight research here at NC State, as it is a key part of our mission.
- There was a recent publication by Heartland Forward, a nonprofit, nonpartisan organization dedicated to improving economic performance in the central United States, which highlighted our exceptional performance in technology transfer.
 - They published “Research to Renewal: Advancing University Tech Transfer,” which evaluated American universities that are most proficient at creating new knowledge; ingraining it in their STEM graduates; and transferring it both to new and existing enterprises.

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- Overall, NC State ranked 7th in the nation when it comes to technology transfer and commercialization.
- We were 2nd in the nation when you consider only public universities, and we were 2nd among universities – public and private – without a medical school.
 - The study examined universities’ invention disclosures, issued licenses and options, gross licensing income, formed startups, cited patents and graduates in STEM fields. It also highlighted the importance of research universities as knowledge assets and economic drivers for cities, states, regions and the nation.
- NC State is the only North Carolina university named in the nation’s top 10 overall and was the top-ranked ACC university overall.
 - We surpassed Duke, MIT, Purdue, Northwestern, THE Ohio State University and the University of Texas at Austin.
- NC State has also seen impressive growth in research funding, expenditures and innovation. Research and development expenditures reported to the NSF totaled \$547 million for fiscal year 2021.
- At the close of the fiscal year, NC State received \$409 million in sponsored awards. This is the highest sponsored award total in NC State history. The contracts and grants expenditures for FY22 were \$531 million – a 5.4% increase over FY21.
- This incredible performance is due to the increased growth and strength of our research mission in recent years, as well as our talented faculty and staff.

Sustainability

- Before I wrap up, I want to speak about the university’s sustainability efforts, which the staff senate has played an incredible role in supporting.
- Sustainability is one of our university's seven core values, reflecting the growing importance of addressing environmental, social and economic challenges facing our world.
- We’re working hard to raise awareness about the importance of sustainability.
- More than 800 undergraduate and graduate courses feature content related to one of the United Nations' 17 Sustainable Development Goals. A growing number of university courses and co-curricular opportunities also use campus operations for real-world learning about sustainability.
- Outside the classroom, we have 36 sustainability-related student organizations including Engineers Without Borders, Beekeepers Club, Food Recovery Network, Student Energy Club and the SOUL Garden.
- In addition, we have a student-led Sustainability Fund that has allocated grants since 2014 for sustainability projects with student impact.

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- Projects funded include solar demonstration-scale charging projects, water-saving shower timers in residence halls, bee hotels, pollinator gardens and a rooftop garden atop Talley Student Union.
- We also pay attention to ways we can be more sustainable in our operations.
 - Our campus water use intensity is down 56% since 2001.
 - Our energy use intensity per gross square foot is down 37% since 2002.
 - 61% of campus waste is diverted from the landfill through reuse, recycling and composting.
- We have 19 campus buildings (1.35 million sq. ft) certified for Leadership in Energy and Environmental Design (LEED).
- In fact, all of our major buildings since 2008 will pursue LEED Silver certification.
- NC State has also committed to be climate neutral by 2050. All of these campus environmental stewardship efforts have important social and economic impacts.
- Those efforts are being recognized nationally and globally.
- The Princeton Review ranks NC State at number 18 on its 2022 Top Green Colleges list.
- Also, NC State is among the top 200 universities in the world for global sustainable impact, according to the Times Higher Education's 2022 Impact Rankings that measure university contributions to the 17 Sustainable Development Goals (SDGs).
- In the coming year, the NC State Sustainability Council will lead a process to update the university's Sustainability Strategic Plan, and I am sure that your contributions would be greatly beneficial to that effort.

Closing

- In closing, I want to thank you all for your leadership and dedication to NC State.
- We are truly grateful to have such exceptional staff.

Questions

- Will we have a continuation of the legislative mandated bonus that occurred last year?
 - No, we will not, it was not part of the signed budget.
- Do you foresee any hiring freezes due to news reports of a recession?
 - Good news - this legislator ended its session with 9 billion dollars in the bank in a creation of the rainy-day fund and also a recession fund. So, at this point of time the tax receipts have not subsided. Whether we have a recession or not, at this point in time, the State's fiscal health is really strong. We also do not anticipate challenges at NC State, given the pressure on enrollment, noting that this is our largest freshman class ever (approximately 5,600 freshman).
- Is it possible to reduce parking fees due to the continual rise in gasoline?
 - No, the reason being is most of the parking fees are really built into debt service and it turns out that the people that loan us money to build parking infrastructure

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don't reduce our payments and so it's really hard for us to modify parking expenses.

- Will University Housing experience inflationary increases similar to the rental market?
 - We do not have to increase student housing costs based on inflation, because our student housing is just like parking, the only thing that we use student housing to pay is the debt on the housing facilities. We will be able to provide affordable housing for students, but we just don't have enough of them, which is something that we need to think about in the long run.
- With all the recent violence in schools, what is the university doing to create a safer environment for staff?
 - AVC Tim and the Chancellor will participate in a tabletop exercise in a couple of weeks, which is something done routinely in cabinet, to ensure the University is prepared for emergencies. The Chancellor shared that he is proud of the campus police. We have a phenomenal group of law enforcement officers, they work hard to keep our campus safe and informed when there are risks of safety, noting that we are well prepared.

Tim Danielson, Associate Vice Chancellor for Human Resources

AVC Danielson expressed gratitude to speak at the Staff Senate retreat and shared his excitement to work for the number one place in the State of North Carolina by Forbes! AVC Danielson provided the following updates to topics and questions submitted by Senators.

Budget

- A question was asked on some clarification on the 2.5%, 3.5% and 5% increase. What is the evolution of all of that?
 - The budget here is biennial; it is a two-year budget. When the budget was signed it authorized a 2.5% increase in each year of the biennial budget. In the Spring of the even number years the General Assembly entertains a short session in which they take a look at the second year of the biennial budget and see if there are any adjustments that need to be made. The Governor has an opportunity to submit some budget requests to the Assembly for that second year. It was in that request that the Governor requested the General Assembly to take the scheduled 2.5% for year two of the biennium and double it and make it a 5% increase. The General Assembly dialed that back to 3.5% and as the Chancellor said the Governor signed it into the budget on Monday.
 - There are still steps that occur before we actually implement the increase. The process whereby money moves from the state coffers into individual bank

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accounts each payroll is complex. AVC Danielson does not believe that we will see an increase until the August paycheck, but it will be retroactive to the 1st of July.

- What is the process of hiring and recruitment?
 - Most of the searches that we run at the institution are broad based. They invite current employees of NC State to consider applying for positions and they invite any qualified person from around the world to submit an application. That is done in an effort to try to make sure that we attract the most diverse and talented applicant pool possible to NC State.
- Why does the process take so long?
 - AVC Danielson shared an example of what it may look like to get hired from a public vs. a private institution. He reported that we are a really large public employer that falls under a set of laws, rules, regulations and policies that govern how we go about filling positions as a public employer. He assured the Senators that the process is an effective recruitment and hiring process where we bring aboard people who are talented and ready to go and ready to contribute to the institution in the position that we are hiring them into. That is why we don't complete recruitment in a few days or a couple of weeks, but often it does take at least a couple of months for us to fill a position again - maybe not the most efficient process in the world, but darn effective.
- Strategy Teams for recruitment, retention, diversity, equity, inclusion and belonging. How were these groups created; what are they working on, and how can staff offer support?
 - Sometime in March or the first part of April, as a Cabinet, we completed an exercise in which we identified some of the most prominent risks that we face as an institution. The recruitment and retention of talent was identified as a significant risk for us as an institution.
 - AVC Danielson reported that we have a strong desire as an institution to continue to see us diversified in every way. We know that our ability to create a true culture of inclusion and strong sense of belonging for our employees has a significant impact on retention.
 - AVC Danielson shared that he has always felt that Human Resources has an opportunity to partner with the Office of Inclusion, Equity and Diversity, to help create the right culture of inclusivity and sense of belonging. This was the reasoning of creating small strategy teams to help him consider how we might formulate the best strategy for our institution around recruitment, retention and again increasing diversity and enhancing our culture of inclusivity. Those strategy

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teams are almost made up of entirely HR professionals from around the institution, this is where we are starting with.

- AVC Danielson gave them a soft deadline for the end of August to present their results. Once formatted to make it presentable, we'll begin to socialize that more broadly across the institution, this will ultimately go to Cabinet for consideration in establishing what sort of programming and specific tactics we want to use as an institution around those topics.
- If an employee has a problem with their supervisor, how would he/she report their supervisor without getting penalized?
 - AVC Danielson suggests speaking with the HR lead in the area that you work for - that's the best place to start. The only way he would not suggest that, is if the supervisor you're struggling with is the HR lead in your area. If that's the case you can let AVC Danielson know and he will connect you with one of their relations specialists. The culture of NC State that AVC Danielson has observed, since he has been here, is one that welcomes input, feedback and concerns from employees.
- Ombuds update
 - There is a request for proposal (RFP) out that is inviting entities, it could be an individual, it could be a company. We just have to see how it unfolds to identify themselves as interested and qualified in providing ombud services to NC State. The RFP is actually being run by the Provost's office and the goal is to try to have service begin to be provided in the month of September. AVC Danielson shared that he believes it will happen in the fall, he is just not sure about having it up and running in September, noting that it is a pretty aggressive timeline.
- Progress on racial equity at the institution
 - AVC Danielson shared it would be best to speak with Sheri Schwab, J.D in the Office of Institutional Equity and Diversity, she would be best suited to be able to provide you with both narrative and statistics on how we're doing in that area. <https://diversity.ncsu.edu/people/slschwab>
- As the liaison to the Chancellor on behalf of the Staff Senate, please expound on your role.
 - AVC Danielson shared that he has been working with institutions that have had shared governance for the past 32 years. He really believes in shared governance - shared governance leads to effective decision making. We make effective decisions as an institution, because of the fact that we have a broad spectrum of people who have formality in place by which they have a voice to say here's how I think that it should go, or could go, or let me ask you some

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questions about that decision you’ve made - that’s the process of shared governance at its best.

- What I’m seeing in the almost six months is that the culture that exists between the Chancellor and other cabinet members at the institution including Provost, Faculty Senate and the Staff Senate is strong. There is good collaboration that exists between those entities and that’s allowing again for effective decision making - that is why I really believe in shared governance.
- AVC Danielson shared that he does want to set one thing straight for the record – he is the liaison - not your advocate. AVC Danielson is an advocate for the institution to the System Office as the Chancellor described - you all are your own advocate and he is here to help you in any way that he can – sometimes to challenge your thinking on things, to ask you questions about things and to try to answer questions that you may have, to relay messaging to the Chancellor and cabinet and relay messaging back. Again, he is here to advocate for us at the System Office and sometimes to provide explanations for decisions that get made at the system level that we may or may not like, but he is here for the Staff Senate!

Tracy Brown, parliamentarian

- New Senators read the NC State Staff Senate Oath
- We have four vacant districts - Vote took place for appointees (1-year term)
 - Cordella Rashid, District 1
 - Maggie Epps, District 6
 - Kirsten Hoeflaken, District 13
 - Zachary Arcaro, District 15

Voting for the Committee chair’s position

- Governance, Chair
 - Arlene Mabry
- External Affairs, Chair
 - Tarasa Jackson
- Resources and Environment Committee, Chair
 - Maria Limmen

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- Tracy Brown, parliamentarian asked for a motion to approve the June Staff Senate meeting minutes. First Helen DiPietro, seconded Alan Porch; all were in favor and the motion passed.

Passion and Positivity motivational speech - Pat Gaddy

- Past Chair Pat Gaddy gave a powerful motivational message entitled [Passion and Positivity](#)

Stephanie Davis, Assistant Director Learning & Organizational Development

Stephanie Davis expressed gratitude for the invitation to speak at the Staff Senate retreat, and facilitated the following team building activities.

- Team building icebreaker: Getting to know your Staff Senators
 - When you think about NC State University, what are you passionate about?
 - When you think about your district, what are you passionate about?
 - When you think about the Staff Senate, what are you passionate about?
 - Collectively, design a poster that summarizes the themes. Imagery and creativity encouraged! Include a statement/slogan that best represents the team's passions. Be prepared to present. (presentation took place and posters were created)
- Discussion questions for new Senators
 - What are you most looking forward to as a new Staff Senator?
 - What concerns do you have, if any?
- Discussion questions for returning Senators
 - What advice can you share with the new senators to help them have a positive experience in the Senate this year? (consider anything you wish you had known sooner that may help them in their new role)
 - What can the Staff Senate do to improve your experience as a senator?
 - How can we best communicate and stay connected with each other and with our districts?
 - How can we cultivate a positive experience for each other and for our constituents?
- Presentation: [2022 NC State Staff Senate Retreat \(Davis\)](#)

Onboarding Presentation, Lance Newsome

- [What's a Senator?](#)
- [Onboarding Presentation](#)

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- Links you should know
 - Chair email: staff_senate_chair@ncsu.edu
 - Chair-Elect email: staff_senate_chair-elect@ncsu.edu
 - Vice-Chair email: staffsenate@ncsu.edu
 - Secretary email: ncphilli@ncsu.edu
 - Staff Senate website: <https://staffsenate.ncsu.edu/>

Questions

- How do you recommend Senators in their districts select the person to be the first point of contact with sending out the emails to constituents and would you recommend a backup person?
 - Yes, Lance explained they had one point of contact, who would be able to get the emails forwarded as soon as possible, and if they could not get it out by a designated time period then the backup would send the email out. More information will be given at the Onboarding for new Senators meeting.
- Please explain voting when you are an alternate.
 - An alternate can only vote if the primary senator for that district is not present - they are a substitute for the absent senator.
- What is the best way to get feedback from your constituents
 - Meet with your district representative(s) and communicate with your constituents to come up with a solution.
- Is there a list of current topics and issues being discussed that would allow new senators to get caught up on what's happening?
 - Yes, this will be discussed at the onboarding meeting.

Committee Reports**External Affairs, Alicia James**

- Explore local, state and federal policy
- Monitor public policy areas
 - COVID-19
 - Environmental
 - Housing
 - Law Enforcement and Policing
 - Federal Government
 - State Government, Budget and Policy
 - Small Business and Economic Development
- Discuss current events
- Identify relevant impacts on our state and/or campus community

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- Communications
- Intersectional

Employee Experience and Relations, Michelle Healey

- Listen to concerns and feedback of staff and take action to increase understanding and awareness of policies; seek clarification of policies; offer potential solutions for greater staff satisfaction.
 - An example would be the resolution passed that removed the word “Dixie” from the alma mater.
- This past year we facilitated a professional development conference and hosted a digital access and literacy summit. We are looking to continue the professional development activities this year and continue the work on digital access and literacy.
- Previously the committee has been instrumental in getting the employee emergency loan program established and submitting a proposed bereavement policy.
- There will be additional opportunities to work on proposals in the next session. We meet once a month on the 2nd Wednesday of the month in the morning. Usually around 10:00 am.

Community Service and Engagement, Keta Williams

- [Community Service Staff Senate Slide](#)

Resources and Environment, Alan Porch

- [Resources and Environment.pptx](#)

Diversity and Inclusion, Latoya Giles

- [Diversity + Inclusion Committee Slide](#)

Computer Loan Program, Joe Sutton

- The program acquires laptops from other departments across campus to set them up for staff members, who don't have access to computers, in their normal work locations. The computers are used for the staff employees to improve their computer skills, engage in professional development activities or keep abreast with activities at NC State University.
- We have about 110 participants in the program.
- We ask that you reach out to your local IT group and let them know about the program and to transfer serviceable laptops (both Windows and MacBooks) to the program before sending them to Surplus.

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- We are looking for a few Senators who like to do administrative tasks, like email the clients with information, checking on their status with the computers, checking the email queue for requests, or imaging/setting up the computers.

Governance, Arlene Mabry

Governance Committee Charge:

- The Governance/Elections committee reviews proposed changes to the bylaws, preparing recommendations as deemed appropriate; accepts nominations for the Staff Senate elections; creates, disburses, and tallies ballots; and renders the final election results to the elected and Senate body.

Governance Committee Expectations:

Regular review of bylaws and discussion of any necessary changes and amendments;

- Full participation & engagement of current senators when reviewing bylaw proposals and voting for bylaw amendments and elections;
- General elections are held in the Spring semester, planning begins late Fall semester. The committee expects that all senators are encouraging participation within their respective districts for submitting nominations and voting.

Updates:

- All bylaw proposals and amendments were approved by the Chancellor on June 24, 2022.

Communications, Charles Hall

- The Communication committee basically touches every other committee. This is where the intersection between what every committee's great idea is and their executions are and how we communicate that internally to our constituents. So that ranges everything from social media, to newsletters, to the google groups that allow you to send to your constituents and then perpetual updates to the website, etc. There is also taking photos and videos at events, so it is a very broad committee.
- In terms of scope, it is a committee that is predictable in that there is stuff happening every month; it is a constant. You do not have to be a professional communicator to join this committee. The communications committee needs people that are interested in getting messages out and talking to constituents, basically working to constantly improve how we talk amongst ourselves, and how we get messages out that ultimately benefit the constituents.
- The committee meets after the general meeting, so if you don't like getting up at 8:00 a.m. - we got you covered!

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Committee Selection

- Chair Jill shared that Nancy will be sending a link after the August 3rd onboarding meeting. Please choose your top two choices.
- Committee members had an opportunity to share their experiences within their committee.

Tracy Brown, Parliamentary Process Review

2 primary foundational texts

- [Bylaws – Staff Senate](#)
 - Monitored by Governance Committee
 - Open for revision at General Assembly meeting
- Robert's Rules of Order Newly Revised, 11th ed. (Da Capo Press, 2011) - <https://www.robertsrules.com/default.html>
 - Monitored by Parliamentarian
 - Established 1876, open for revision by the Robert's Rules Association

Announcements

- The next meeting will be held Wednesday, August 3, 2022 via zoom.
 - Onboarding for new senators
 - This meeting is optional for returning senators, but the EB members will be present to answer your questions.

Closing Remarks

- Chair Jill expressed gratitude for coming out today, as well as those Senators who attended virtually, noting that we all make a great body, and we are all one voice. “Positivity and Great Passion can make the Impossible Happen”.

Special Recognition

- Chair Jill expressed gratitude to Kim McAllister for being very instrumental in assisting Jill. Kim helped organize this event today, and sent numerous emails ensuring that Jill would be prepared for the Staff Senate Retreat.

Adjourn

- 3:30 p.m.

Respectfully submitted by Nancy Phillips, Staff Senate Secretary