Staff Senate Meeting May 3, 2018
President’s Boardroom Saratoga 14th Floor

Call to Order
Brought by President Hillary Anne Edwards

Attendees
**Voting Members:** Colette Beaulieu, Steven Boggs, Kent Buckingham, Mikki Coleman, Hillary Anne Edwards, Sharese Essien, Susan Holt, Malinda Hughes, Riham Keryakos, Nicole Miskimon, Janet Nance-Richardson, Jessica Rowe, Kaya Smith, Yan Sun, Lois Warner, Kevin Watson
**Alternate Members:** Mary Beth Gallico, Angela Hall, Bill Crockett
**Absent Members:** Amanda Azuma, Kiscia Cannon, Carl Jackson, Danielle Ward, Monica Martinez

Welcome Guests
- Dean Mark Reynolds, School of Dentistry

Approval of Minutes
- No edits
- Motion to approve by Angela Hall and 2nd by Sharese Essien

Guest Speaker
Dean Mark Reynolds
- Clinical staff is a corporation
- Staff is a part of the state of Maryland
- The only Baccalaureate degrees in dentistry in Maryland
- 2017 had a 100% pass rate for Dental Licensure exam
- Developed strategic plan with staff, faculty, and students; very inclusive.
- Shared Governance
  - Staff and Faculty committees
  - School committees
  - Annual faculty staff retreat
    - Team building
    - Professional development
    - Operational and strategic planning
- Recognition and morale
  - Started Soar awards in 2017 to recognize staff for their efforts every month
- Challenges
  - Staff for the state vs staff for the corporation
    - Benefits
    - Access and work
- Question (Riham): How many state staff do you have in your school?
  - About 150
- Question (Hillary): How do you recognize staff?
  - We are not trained in mentorship, but started a process on how to properly mentor and lead others
  - Understand that the school cannot function without all parties.
  - Looking closely at compensation
- Question (Sharese): When was the soar awards developed?
  o Last year (2017)
  o Looking for other ways to recognize staff
  o Also insert recognition in weekly news digest
- Question (Mary-Beth): How long has the retreat been going on?
  o We had disgruntled employees and students and decided to create a retreat that was more inclusive.
- Question (Mary-Beth): Has this retreat been beneficial?
  o It has been beneficial
  o It helped improve communication by adding pictures to email to make sure people realized who they were talking to
  o Trying to be more sensitive to others
  o Recognize that everyone is a part of a shared mission
- Question (Colette): Are there any plans to help in the shortage in the Eastern Shore area?
  o If you want someone to go back to that community, you recruit people from that community
  o Possible solution is having mid-tier providers
- Question (Colette): Is there a dental clinic in the VA Hospital?
  o Yes
- Kudos (Hillary): Congrats for bringing positive change in culture and recognition
  o It is our plan to continue, improve, and being successful.

New Business
Policy & Legislation (Nicole)
- Bylaws changes
  o Introduction
    ▪ Add hyperlinks in the document
  o Purpose and function
    ▪ Add Hyper link for BOR
    ▪ 2b3 - Using Current HR title or chief human resource officer (generic term)
      ▪ Decided Chief Human resource officer
  o Membership and Election
    ▪ Suggestion was made for stating eligibility for election committee
      ▪ No member standing for election can be on the election committee
    ▪ Change the name of group elections (number voted)
      ▪ General Election (4)
      ▪ Election (4)
      ▪ Nomination and Election (7)
  o Meetings
    ▪ Business meeting changes to working meetings
    ▪ BOR add hyperlink
  o Officers
    ▪ 1d Officer was spelled wrong
    ▪ 3b wording to make general reporting
    ▪ 3e wording made general budgeting
  o Committees
4a Add a new officer to communication officers would also require adding more senators
   - Vote - Yes (majority)
4a reduce the number of standing committees
   - Removing communication committee (vote)
      o Yes (13)
      o No (3)

   - Administrative Resources
      - Change ie to eg
   - Amendments
      - Grammar edits
   - OTHER
      - Add contingent 1 employees to the list of the group
        - Will hold off until next year to get more information from HR and university council

Executive Committee (Hillary)
- Committees send executive committee your monthly reports

Nominations for Executive Committee
- Secretary/Treasure
  - Nomination for Kaya Smith by Colette
    - Accepted by Kaya
- VP
  - Nomination for Riham Keryakos by Susan
    - Accepted by Riham
- President
  - Nomination for Hillary Edwards by Lois
    - Accepted by Hillary

Adjournment
- A motion to adjourn the meeting by Lois Warner, seconded by Kent Buckingham

Minutes submitted by: Kaya Smith, Secretary