Staff Senate Meeting Notes  
November 18th, 2020  
12:00 – 1:30pm Zoom

Attendance:

1. Alyana Ladha  
2. Andree Entezari  
3. Blake Ferris  
4. Caitlin Brand  
5. Emily Barbo  
6. Eric Delgizzo  
7. Jackie Bowes  
8. Kaitlyn Grevera  
9. Laura Badgett  
10. Leah Forman  
11. Lunise Joseph  
12. Lyse Barronville  
13. Mahogany Price  
14. Maria Bakas  
15. Ryan Wisniewski  
16. Shelley Barnes

New members (welcome!):

17. Ahmad Yassine  
18. Maria Costa  
19. Nick Gooler

Agenda item 1: Approval of meeting notes

- Meeting notes from last month approved with no changes

Agenda item 2: Faculty and student liaisons to staff senate

- We will reach out to the student senate to make sure they are always invited to our meetings.
  o We will not have a specifically assigned student liaison.
- We will have a liaison from the faculty senate to the staff senate.
- Ryan will share the position description with the chair of the faculty senate
- Faculty liaison description:

  The Staff Senate proposes that a new position be created as a non-voting member of the Staff Senate; a Faculty Liaison.
  
The purpose of these positions is to increase the diversity of perspectives being shared when considering and evaluating the staff experience at SPH. The Liaison provides a mechanism for the entire SPH community to participate in guiding the success of SPH, breaking down any dysfunctional/artificial silos.

  Faculty Senate Liaison

  One faculty non-voting member shall be chosen annually, for a one-year term, by a procedure established by the Faculty Senate.

  Membership requirements:

  - Must be a member of the Faculty Senate
  - Responsibilities include:

    - Participate in the Faculty & Staff Relations Sub-Committee
    - Report to Faculty Senate on relevant issues as necessary
Agenda item 3: Staff recognition awards

- The sub-committee worked on refining the awards descriptions to be more specific (think vs. teach vs. do awards)
- The awards will be announced quarterly at the school assemblies
- The subcommittee presented a draft nomination form
  - Suggestion: we could add an (optional) reference field to this form
- The subcommittee presented an award rubric for determining who gets each award
- Nominations will be reviewed by the staff awards selection committee, which will include:
  - 1. Ira Lazic – Associate dean for administration
    - Having Ira on the committee will help make sure that appropriate people are being awarded
  - 2. Staff Senate Vice Chair – responsibilities:
    - Managing the nominee forms, gathering nominee materials, scheduling meetings for the selection committee
  - 3. Staff Senate administrative officer
  - 4. Ad Hoc seat: Reserved for a committee member who is involved in the Awards & Recognition subcommittee

Agenda item 4: Transition to the new senate

- Eric Delgizzo, Jackie Bowes, and Shelley Barnes are staying on as interim senate members until new members are able to join
- New members: Ahmad Yassine (BEDAC), Maria Costa (Environmental Health), Nick Gooler (Lifelong learning)
- Staff senate bylaws are here:
  - https://www.bu.edu/sph/faculty-staff/staff-handbook/iii-staff-senate/staff-senate-bylaws/
  - We will update the bylaws on the website to make sure they are current (once SPH finishes updating its website)
- Next month: the new senate will elect new officers (interim members are not eligible for officer positions). Next month’s meeting will be a closed meeting
  - Officer positions: Chair, Vice Chair, Administrative Officer(s) – (1 or 2 administrative officers)
  - The new chair should reach out to Ryan to start the transition of the chair position
- Sub-Committees:
  - Communications
  - Staff awards and recognition
  - Staff survey
  - Faculty staff relations (new committee)
- Recommendations from the current senate for the new senate:
  - Faculty staff relations
    - The dean asked for a year’s worth of programming to create school wide conversation around this
    - The outgoing senate has a draft agenda for this programming which the new senate can review. It can be found here:
Renew subcommittee enrollments
Follow-up on the work of the staff award sub-committee
  Schedule a time for Ira to come see the updated presentation

- Zoom link for next month’s meeting (12/9/2020)
  - https://bostonu.zoom.us/j/91551516522?pwd=UlBmbit5STE4VVRvRTE5WFF6eldsZz09&from=addon
    Meeting ID: 915 5151 6522
    Passcode: 155263

Agenda item 5: Any other business

- The lunch and learn this month went really well. The next lunch and learn is in December, it will be an unstructured social gathering