

Senate Meeting Notes
September 23rd 2021
1:00 – 2:30pm Zoom
Closed Meeting

Attendance:

- | | |
|--------------------|--------------------|
| 1. Alyana Ladha | 7. Mahogany Price |
| 2. Ahmad Yassine | 8. Maria Bakas |
| 3. Andree Entezari | 9. Maria Costa |
| 4. Jackie Bowes | 10. Nick Gooler |
| 5. Kaitlyn Grevera | 11. Shelley Barnes |
| 6. Laura Badgett | |

Excused absences:

1. Lunise Joseph
2. Blake Ferris
3. Eric Delgizzo

Non-Senate Members:

N/A - Closed meeting

ACTION ITEMS ARE HIGHLIGHTED IN BOLDED BLUE

AGENDA ITEM 1: WELCOME

Welcome back and excited to host our first HYBRID Senate Meeting

AGENDA ITEM 2: APPROVAL OF JULY MEETING NOTES

July meeting notes are approved

AGENDA ITEM 3: OCTOBER ELECTIONS

- Review Election's process - how do we get people involved 12 spots to fill
- Advertise in SPH Today - work with Comms team
- Current members can nominate staff for their seat - letter of intent is not required if nominee accepts the nomination
- Timeline: Opens October 12th | Deadline is 26th
- **Draft an informal nomination letter - Comms Subcommittee**
 - **Wordpress → form and letter**
- **Outgoing members can create a narrative to solicit nominations for new**
 - **Past accomplishments**
 - **Time commitments**
 - **ALL SENATE MEMBERS ROLLING OFF THIS YEAR - Please submit narratives (2-3 lines) no later than Monday September 27th 2021**
- **Amend bylaws post election to reflect the changes to any "special circumstances"**
 - **Document all changes for the new representative and changes**
 - **If more than one person wants to run for a department- we can encourage 1 to run for the department and 1 to run for at large position**
 - **Update Bylaws to reflect changes related to Hybrid meetings**

- Motion to accept “special circumstances” for 2021 elections - allowing staff to run if they have worked for BU less than 6 months and allow at large members to run for department unit representative positions → accepted
- Motion to formalize the process mentioned above → accepted
- **Following the assembly each Senate member rolling off should approach 2-3 Staff members in an effort to nominate new staff for senate seats**

AGENDA ITEM 4: TECHNICAL TRAINING FOR SUPERVISORS

- Collect unit information from staff related to what technical skills supervisors need in order to be successful
- Blurb will be sent to unit representatives to send to supervisors

AGENDA ITEM 5: GOVERNING AND ADMINISTRATIVE COUNCIL KEY POINTS

- 12 nominations for Staff Awards and 6 winners
- Should we have a DEIJ subcommittee within the senate → a liaison perhaps/ get someone from the DEIJ School Committee to meet with us to inform us of the school priorities on a yearly basis
- Staff Senate orientation - inviting Ira, Ryan W, and Rachel P to give a charge to the new Senate
- Panel at the school retreat - staff development (supervisor development) and technical needs for staff members
- Staff engagement with DEIJ - thinking about our suppliers and vendors and whether they match out DEIJ Charge

AGENDA ITEM 6: SUBCOMMITTEE CHECK-INS

- **PDAT**
 - Updates to come in October
- **Staff Survey**
 - Prepping for future chair of this subcommittee
 - Documents will be in the Google Drive by end of the month
 - Opens in October, will be open for 3 weeks → Andre to follow up
 - Questions about anonymity of Survey
- **Communications**
 - Everyone should have access to the Team Google Drive
 - Email Alyana if you do not have access/ use a different email for GoogleDrive
 - **Create email for units → Alyana since Eric is out today**
 - [Space for senate blurbs](#) → Comms folder in BUSPH Staff Senate Shared Google Drive
- **Faculty Staff Relations**
 - Meeting with the School Retreat panel to discuss priorities
 - Format and process has been designed
 - Floor will be open to the audience for solution or idea based questions
 - Submit pre-requested questions to Ahmad
- **Staff Awards and Recognition**
 - Run a staff senate piece written by COMMS this fall - Moe is in contact with Mike S.

AGENDA ITEM 7: ANY OTHER BUSINESS

- Next meeting - what time on Thursday's work for everyone → NICK TO SEND DOODLE POLL