

Staff Senate Meeting
July 30, 2012
Special Meeting
Lora Shields Rm 329
Minutes

1. **Call to order** - Meeting was called to order at 8:35
2. **Roll Call**
Present: Margaret Gonzales, Darlene Tapia, Thomasinia Ortiz-Gallegos, Lou Ann Romero, Doris Gallegos, Dominic Chavez, Kimberly Valdez-Blea, Alexis Duran, Laura LaCour-Johnson and Tina Clayton.
Absent: Rick Griego
Others Present: Donna Castro & staff (refer to sign in sheet).
3. **Approval of Agenda for July 30, 2012 Meeting** – Donna asked to add the Vacation Policy 625 to be discussed to the agenda under #5. Darlene requested #7, Election of Executive Members be an action item. Darlene motioned to approve the agenda with changes. Motion was seconded and carried.
4. **Approval of Minutes for July 24, 2012 Meeting** – Donna asked that the statement under 6.c “staff senate cannot consider this if the general staff chose to pursue this” be replaced with “the staff senate is not the appropriate body to be discussing this.” Thomasinia moved to approve the minutes with the corrections. Motion was seconded and carried.
5. **Policy 625: Vacation** – This policy was discussed with the Staff Senate last year, but Donna said the President wanted her to run the changes by the Senate for feedback one more time (refer to attached policy 625). The group discussed it and emphasized that these changes be made clear to the principal investigators and grant managers as they prepare grants.
6. **Introduction and Installation of New Members** – Lou Ann led the SAS Oath as everyone read along. Chair Gonzales and Staff welcomed the new members.
7. **Farewell to Departing Members** – Chair Gonzales handed out a certificate of appreciation to Thomasinia and Lou Ann and thanked them for their service to the Senate.
8. **Election of Executive Members** - The following were elected by senate members as Executive Staff.
 - a. President – Margaret Gonzales
 - b. Vice President – Kimberly Valdez-Blea
 - c. Secretary – Alexis Duran
 - d. Treasurer – Dominic Chavez
 - e. Parliamentarian – Darlene Tapia
9. **Next Regular Meeting** - TBA
10. **Adjournment** – Lou Ann motioned to adjourn and was seconded. Meeting ended at 9:25.

Submitted By: Lou Ann Romero, Secretary 8/24/12

