

General Senate Meeting

Agenda: September 10, 2025

Lowman Student Center 230

1:30 – 2:30 PM

Call to order – Zacj Bellot – called to order at 1:32pm

Approval of Minutes – Katy Pelton (Secretary)

- Motioned by Zacj Bellott
- Second by Lidia Brown
- Minutes are approved

Treasurer's Report – Victoria Kirkland (Treasurer)

- ◆ O&M – 13850
- ◆ E-Board – \$5500
- ◆ Friends of Account – \$5480.57
- ◆ Development – \$250
- ◆ News – \$600
- ◆ Events – \$ 7500
- ◆ PDC – \$10500
- ◆ Fiscal Year 26 is September 1, 2025 – August 30, 2026

President's Report – Zacj Bellot

- Met with Dr. White on 9/4/2025
 - Merit – priority one – more information after 12th class day passes
 - Bylaws revisions in progress
 - How we select representation for the election cycle and prioritize nominations after elections. Going to work on making the nominations more balanced within divisions and campus locations, non-exempt and exempt employees, etc.....
 - Faculty Senate has dissolved and they have to rewrite everything
 - Audrey Murfin anticipates that they will be reformed by January
 - How can Staff Senate support the faculty that do not have a place to be represented?
- Event Attendance – Please attend events as you can and support all the things that Staff Senate is doing.

Committee Chairs Reports

- **News & Networking** – Lidia Brown & Mikah Boyd
 - Working on communication emails for upcoming events.
 - Follow social medias (IG, FB, LinkedIn).
 - Nominate spotlight on staff. This is a great opportunity to recognize the great work of our SHSU staff.
- **Nominations & Elections** – Emily Figueroa

- Staff Senate bylaws are currently under review and changes may impact how Nominations and Elections are conducted. We will wait on final revisions and approvals to the bylaws before moving forward with nomination and elections.
- **Staff Affairs** – Breanna Soqui & Adrienne Luera
 - One report received. Requesting that employees cannot change office phone extension on the Outlook Directory. It is causing Payroll and HR To run into difficulty contacting employees. Adrien reached out to IT. They (IT) can set up an integration for HR and Payroll to pull a report for contact information. The reporting party was updated and they were happy with the resolution.
- **Staff Development** –Michelle Meers & Angela Buckner
 - First committee meeting this week. PDC Theme was selected.....Find Your Shine. Cultivating Joy in Your Journey
 - Divided up task for PDC (logo, food)
 - 9/30 - Hot Topic - In Person and Zoom - Hazing Laws
 - October Hot Topic on Hold until expressive Activity policies are finalized.
- **Special Events** – Megan Hobbs-Barrett & Yolanda Jamison
 - 9/17/2025 Meet & Greet at all four locations (Huntsville, COM, TWC, University Plaza), times vary – see upcoming events list for details
 - **Sign up for a time to help with Meet & Greets:**  [Meet & Greet Sign Up Sheet.xlsx](#)
 - 10/30/3035 – Spooktacular Event at the LSC Orange Ballroom

Old Business: Updates, Discussion/Action Items

- None

New Business: Updates, Discussion/Action Items

- Lucinda Burckett: colleague is asking is graduation tickets could be set aside for staff members so that they can attend.
 - Zacj is taking up a motion and referring this to the Staff Affairs Committee
 - Per Adriene Luera: 8 tickets per student, employees can reach out to the registrars office for special circumstances like staff
- Robert Rules of Order – cheat sheet will be provided at the next Staff Senate Meeting so that we can operate more formally and process based
- Resolution for Faculty Senate
 - Zacj is pushing forward a motion to invite faculty to our general meetings but they will not have a voting option.
 - Mikah Boyd seconded the motion.
 - Zacj motioned for a show of hands for approval
 - There was majority approval to invite the faculty to our general meetings
 - Zacj will take action on this.

- Happy upcoming birthday to:
 - Sarah Noel – 9/13
 - Lidia Brown – 9/21
 - Angela Buckner – 9/21
 - Mikayla Parr – 9/30
 - America Alvarado – 10/7

Department/Campus Announcements

- 9/30, 2pm – Meet and Greet for those that are interested in advising a student organization
- Employee Wellness Committee Lunch and Learns
 - September Lunch and Learn will be about the Food Pantry
- Windows 11 upgrades will happen and IT will force the update at some point

Upcoming Events

- 9/15/2025, 4pm: Reception with Dr. White
- 9/17/2025: Staff Senate Meet & Greet - : Meet your Staff Senate representatives
 - Huntsville: 7:30am-9am, LSC 241A
 - University Plaza: 10am-11am, Conference Room 232
 - College of Medicine (Conroe): 8am-9:30am, Faculty & Staff Resource Room, 310A
 - The Woodlands Center: 8am-9am, Atrium
- 9/30/2025, 10am-11am, LSC 230: Hot Topic – Hazing Laws with Gene Roberts & Chelsea Smith
- 10/1/2025, 1:30pm-2:30pm: Staff Senate Executive Board Meeting
- 10/8/2025, 1:30pm-2:30pm: Staff Senate General meeting
- 10/31/2025, 8am-10am, LSC Orange Ballroom, Spooktacular

Call for Adjournment – Zacj Bellot (President) – called for adjournment at 1:59pm – seconded by Eric Gomez

Action Items

All members – sign up to help with Staff Senate Meet & Greet

Zacj – Robert’s Rules of Order Cheat Sheet

Zacj – Faculty Senate Resolution

Staff Affairs Committee – Inquiry about graduation ticket set aside for staff members