Meeting called to order by Matt Keneson with welcome and overview of retreat agenda began at 8:33 am

Introductions – all current and new Senator introduced themselves (34 participants)

Highlights of the 2019-2020 Year
- John Shaffer presented 2019-2020 highlights and previous e-board via presentation.

Discussion & Voting for 2020-2021 Executive Officers – Matt Keneson reviewed the bylaws with the Senate via the Staff Senate website
- Vice Chair – each candidate spoke on why they were interested, and Senate voted via Qualtrics
  - Brandy Barksdale – voted in as Vice Chair
  - Nnennaya Ikwuagwu
  - Dominick Morales
- Secretary/Historian - candidate spoke on why they were interested, and Senate voted via Qualtrics
  - Terri Reynolds – voted in as Secretary
- Parliamentarian - each candidate spoke on why they were interested, and Senate voted via Qualtrics
  - Amy Fritz – voted in as Parliamentarian
  - Nnennaya Ikwuagwu

Discussion of Committees – each chair/members gave insight on the committees –previous events, involvement, responsibilities, etc. – members given the opportunity to sign up via Qualtrics during break
- Communications - Brian Packer
- Community Outreach & Events - Shannon Rios & Cindy Orth
- Elections – Cindy Orth & Matt Keneson
- Finance – Matt Keneson
- Health & Wellness – Brandy Barksdale
- Questions, Ideas, & Concerns (QIC) – Jerry Smith
- Staff Appreciation & Scholarships – Sarah Sanchez

Monthly Meetings – Matt Keneson to send next meeting invite
- General Meetings via Zoom
  - 3rd/4th Thursday of each month from 8:30-10:30 a.m.
  - Proposed dates: Sep 17, Oct 22, Nov 19, Dec 17, Jan 28, Feb 25, Mar 25, Apr 22, May 27, Jun 24, Jul 22
  - Attendance policy and expectations
    - If needing to miss, should notify E-board
  - General meeting agenda discussion

Executive Meetings via Zoom
2020-2021 Goals and Objectives review by Matt Keneson via presentation
- Review goals from 2019-2020
- Chair goals & objectives
- Senate Mission
- Group discussion & report out – Matt Keneson setup Zoom Breakout rooms
  - Sarah’s Group
    - Increase visibility – Day ONE presentation
    - Integrating SS in University Newsletter
    - Professional Development Opps on Tech resources
  - Shannon, Paul, John, Anna, Nnennaya group
    - Training & Development resources – soft skills/tech resources
      - increase our remote resources online
    - Self-care/Wellness – increase SS support
    - Universal “directory/database” on what areas do and contact info
    - SS discuss resources we could provide
  - Damaris, Jason, Venetta, and Crystal
    - Increase SS presence to the campus
    - Wellness – staff members gain access to the Rec or lesser prices and mental health of staff and dealing with staff
  - Amanda, Sylvia, Jade, Cindy’s group
    - Finding ways to connect people for non-work related topics
    - Positive language
  - Paul, Jessica, Kat, Terri
    - Fundraising – BBQ plates
    - Parking awareness/communication
  - Brandy, Jerry, Tamala, Brian
    - Broader Branding – signature block and/or door plaque and/or lapel pin identifying members
    - Give more of a historical background of Senate and awareness on site
    - Creating a rapport with other governing bodies –
    - Continue to add SS news to the weekly UTSA newsletter
    - Communication committee creating stronger rapport with other teams
- Vice President for Business Affairs presentation – Veronica Mendez
  - Spoke to everything staff is going through and reminder of some resources currently available through EAP.
• Gave thanks to John Shaffer and all senators for their work this past 2019-2020 year.
• Gave insight on fall planning and Do Your Part Campaign and Toolkit.
• Expected about 1000 people to be on campus but also those working in a hybrid mode (approx. 544). Installing protective barriers in common areas. Face masks to be distributed by unit areas (initial focus on those returning to campus)
• About 69 rooms on campus to be used – ex. McKinney and Business bldgs.
• Approximate 750 students daily on campus
• JPL/Student Union/Roadrunner café and other eateries will be open. No self-serving buffets and seating will be allowed w/ social distancing
• No shuttles, but VIA pass is available
• Parking will be enforced when school starts, 50% discount on telecommuting employee garage, but B parking is at $17 and may be most beneficial.
• Employee evaluations – performance review starting Sept. 1 and be completed by end of September.

• Retreat adjourned at 11:31 am

• Topics tabled for next meeting:
  o Discuss Activities Calendar for the Upcoming Year – pushed to September meeting.
    ▪ Existing events/activities
    ▪ New ideas
  o **University Service Opportunities**
    ▪ Faculty Senate Liaison
    ▪ Food Services Committee
    ▪ HOP Committee
    ▪ Inclusive Excellence Advisory Board
    ▪ Parking & Traffic Committee (QIC Committee member)
    ▪ Public Health Task Force
    ▪ Technology Planning & Prioritization Committee
    ▪ University Leadership Council (Chair)
    ▪ Potential opportunities
    ▪ Search committees
    ▪ Ad-hoc committees/tactical teams/task forces (e.g. campus climate survey)