



Staff Senate

Regular Monthly Meeting Minutes

Tuesday, August 3, 2021, 3:00 pm

Location: BOR Conference Room and Zoom: <https://marianas.zoom.us/j/91289726643>

I. Call to Order

- A. President Geraldine Rodgers called to order the regular meeting of the Staff Senate at 3:07 pm on August 3, 2021 in the Board of Regents Conference Room.

II. Roll Call

A. Members Present:

1. Geraldine Rodgers, President
2. Malyssa Castro, Secretary
3. Kyanna Tenorio, Treasurer
4. Roxanne Torres
5. Ryan Calvo
6. Daisie Camacho-Renguul
7. Rose Ada-Hocog (via Zoom)

B. Members Absent:

1. Polly Omechelang
2. Diana Hocog

C. Guests Present:

1. Kaelani Demapan
2. Mona Deleon Guerrero

III. Public Comment: No public comments were submitted to the Staff Senate.

IV. Old Business:

A. Review and Adoption of Agenda

1. Moved by Daisie Camacho-Renguul and seconded by Kyanna Tenorio
2. The agenda was adopted unanimously.

B. Review and Adoption of Minutes from June 15, 2021

1. Moved by Daisie Camacho-Renguul and seconded by Roxanne Torres
2. The minutes were adopted unanimously.
3. No meeting in July, therefore last minutes were from the June meeting.

C. Updates

1. Budget FY 20-21: (Kyanna Tenorio)



- a) Current balance for Staff Senate budget: \$895.00.
 - b) Fourth quarter allotment was dispersed.
 - c) Entertained a motion to cancel Saipan Ice PO.
 - (1) Moved by Daisie Camacho-Renguul and seconded by Malyssa Castro.
 - (2) The PO cancellation was approved unanimously.
 - d) Terry 'N Bolis PO for \$130 is closed.
 - e) First Joeten PO is closed.
 - f) Second Joeten PO remaining \$130.02.
 - g) Incentives of \$300.00 total for Staff of the 2nd Quarter were dispersed.
2. Executive Committee: (Geraldine Rodgers)
- a) Governing bodies are now represented at Leadership Team meetings.
 - b) Ryan Calvo represented the Staff Senate at the last meeting.
 - (1) Focused on tackling campus morale. Discussed 4-day work weeks, retreats, and salary increases.
 - (2) Also discussed the master plan.
 - c) July 27, 2021 Leadership Team meeting (Geraldine Rodgers)
 - (1) Updated LT on Staff Senate events.
 - (2) Discussed Hedwig's memorial.
 - d) Meeting with Central Government
 - (1) Government will continue to support NMC.
 - (2) Discussion to possibly lease facilities for classrooms to expand courses.
 - e) July 15, 2021 meeting with Dr. Galvin Deleon Guerrero
 - (1) Help staff members with fatigue, multiple supervisors, being understaffed, taking time off, and bottom-up evaluations.
 - (2) Establish an ombudsman office for sensitive matters
 - f) Budget Request for FY22
 - (1) Must justify the amount for increase in budget.
 - (a) SOTQ incentives
 - (b) Coffee Connections
 - (2) Survey employees for how to boost morale. Geraldine Rodgers will draft a survey for review.
 - (3) Create a calendar of events to support budget request.
 - (4) Survey employees on training they would like to attend.



g) WASC Visit: These are *proposed* times that are subject to change, but every effort will be made to update the staff assembly of final times.

(1) *Tentative* Meeting with Staff Assembly

(a) October 27, 2021 from 1:00-1:45pm

(2) *Tentative* Meeting with Staff Senators

(a) October 28, 2021 from 1:00-1:45pm

(3) *Tentative* Meeting with BAFC

(a) October 28, 2021 from 10:30-11:55am

3. Policy Committee: Staff of the Quarter (Ryan Calvo)

a) Staff of the 3rd Quarter

(1) September 27 - October 1, 2021: Nominations

(2) October 4 - October 8, 2021: Announcement

(3) October 8, 2021: Coffee Connection

b) Discussed situation regarding an Interim Director winning Staff of the 2nd Quarter. Must verify candidates are not serving in an interim capacity in the future. Going forward, we will work to improve our efforts.

4. Ad Hoc (Roxanne Torres)

a) Elections Winners: Helen Camacho and Robert Suzuki Jr.

b) They will start on August 17, 2021, next meeting.

c) Roxanne Torres will inform them and then email Staff Assembly

D. Bylaws

1. Signed by present Senators.

2. Malysa Castro will email bylaws to Diana Hocog, Rose Ada-Hocog, and Polly Omechelang for signatures.

3. Signed bylaws will be sent out to the Staff Assembly with changes summarized.

V. New Business

A. Boosting Employee Morale

1. Conduct Employee Climate Survey

a) Survey was previously conducted in 2012. Daisie

Camacho-Rengull will share results on Staff Senate Google drive.

b) Senators will review questions and results to discuss whether we should conduct an Employee Climate Survey again.

c) Results of the survey could be shared with the Leadership Team.

B. Budget

1. Entertained a motion to approve another open PO for Joeten for \$755.00



- a) Moved by Malysa Castro and seconded by Roxanne Torres.
- b) The PO was approved unanimously.
2. Entertained a motion to approve a PO for plaque for exiting Senators totaling \$140.00.
 - a) Moved by Kyanna Tenorio and seconded by Ryan Calvo.
 - b) The PO was approved unanimously.
3. Budget Request for FY22
 - a) Kyanna Tenorio will add a template to Staff Senate Google Drive where Senators can review and add comments.

VI. Announcements

- A. Next Meeting: August 17, 2021 at 3:00 pm in the BOR Conference Room.
- B. Elect new Staff Senate Vice President at the next meeting.

VII. Adjournment

- A. Motion to adjourn by Kyanna Tenorio and seconded by Ryan Calvo and Malysa Castro.
- B. Meeting adjourned at 4:10pm by Geraldine Rodgers.

Minutes prepared by Kyanna Tenorio, Staff Senate Treasurer.