



KENNESAW STATE UNIVERSITY

Staff Senate Meeting February 26, 2025

Senators attending in person:

- Robert Bridges
- Carla Budinsky
- Ryan Capps
- Hadley Cottingham
- Molly First
- Lindsey Jefferson
- Amiee Kane
- Mark Kirkley
- Lynn Kunkel
- Savannah Lockman
- Karen McDonnell
- Qing Qing Norris
- Sylvia Okonkwo
- Kelley Price
- Susanne Rothery
- Donald Spencer
- Patrick Steimer
- Orië Thornton
- Trudi Vaughan
- Jacqueline Winters-Allen

Senators attending online:

- Sanjoosh Akkeineni
- Melissa Lappe
- Andrew McCanless
- Rachel Miller
- Shelina Munoz
- Claire Rutte

Guests: Veronica Bramlett, Christina Coronado, Lauren Hughes, Dr. Vanessa Slinger-Friedman, Shanoë Smith (online), James Sweet

- Motion to approve January 2024 meeting minutes, seconded
- Guest speaker: Christina Corondo, Executive Director, IT Customer Support Services
 - Presentation on UITS Teams Calling (*see Attachment 1*)
 - Coming this year; FAQ and schedule on website (www.kennesaw.edu/uits/services/teams-calling-transition.php)
 - UITS will be giving out headsets to anyone new to Teams Calling
 - UITS will be meeting with departments
 - Questions/Discussion
 - *What happens if we lose Wi-Fi or Internet access while using Teams Calling? Will there be backup options for making calls, especially in case of emergencies?* Not that this time.
 - *Can you still get a physical phone for the Department?* Yes.
 - *Are costs to departments the same as VoIP?* Yes.
 - If you use your cell phone for work, it could be included as part of an Open Records Request.
- A new KSU Facilities Portal will replace AiM (*see Attachment 2*)
 - Will go live March 24, 2025
 - AiM will be active until all requests are completed

- Guest speaker: Dr. Vanessa Slinger-Friedman, OwlSwap Coordinator
 - Presentation on OwlSwap (*see Attachment 3*)
 - OwlSwap is a resource for staff as well as students
 - Average time items are worn before they are discarded: 7
 - Current location Willingham Hall, Room130 (Kennesaw Campus) and Joe Mack Wilson Student Center, Suite 160 (Marietta Campus) - moving to a bigger Kennesaw Campus location soon
 - Questions/Discussion
 - *Do you require donations to be washed first?* Please wash first as we have no laundering facilities.
 - No ripped/torn/stained clothing, please.
 - We do upcycling events/workshops throughout the year. Join our Instagram to learn about programs going on.
 - You don't have to donate to shop; just show that you're following the Instagram account to get tickets to shop.
 - You can shop for up to 10 items a day.
 - We can always use non-slip hangers and clip hangers; we don't need dry cleaner hangers.

Old Business:

- Day of Service: Saturday, March 29, 2025 from 9am-1pm
 - Registration is open: www.kennesaw.givepulse.com/event/546866
 - Do we want to be together or split up to cover different areas?
 - We can wear our new shirts!
 - Open to community; website has a minimum age for each opportunity
- Owlympics
 - Planning is in the early stages; the Staff Recognition Committee is working with the Staff Appreciation Committee
 - Will be in June this year because the Convocation Center wasn't available in May
 - Volunteer opportunities will be available for Staff Senate
- Discussion on proofs and quotes for new shirts
 - Total will be a little over \$1700 for all Staff Senate representatives to get shirts
 - Polos will have female cuts available
 - Do the V neck polos have buttons? Rob will check.
 - Email Rob your size requests
- A Star Staff of the Semester recipient has been determined but not yet presented; pictures/ceremony to come.

New Business

- Talent Acquisition Policy has been updated; DEI information had to be removed.
- If you have any ideas for future guests, let Rob know.
- The Staff Senate all in-person, one-campus meeting will be either May or June.

- Election Committee officially called into existence
 - Rob and Hadley only members so far; looking for volunteers
 - HR provides a list of all staff so the Committee can look at Divisions and who is finishing their terms to set up emails and ballots
 - Done in late April last year; would like to do it sooner this year

- Suggestion to combine Staff Recognition Committee and Staff Impact Committee
 - Recognition has worked on the Staff Senate Scholarship in the past and Star Staff of the Semester
 - Impact has worked on giving staff a voice like Coffee Talks and setting up the Admin Support Staff Team
 - To combine committees, the bylaws need to be changed and voted on
 - Rob will work on a new name for the combined committee

- Committee Reports
 - House: Savannah is going to take charge of Giving Day – April 16, 2025 (www.givingday.kennesaw.edu)
 - Contest for which group raises the most money – if we win, we get an extra \$1000
 - They're counting the number of donors, not the amount of the donations - you can give as little as \$1
 - Faculty and Staff Philanthropy info at bit.ly/staffsenateksu; fill out the QR code for Giving Day and get a free t-shirt (unisex grey)
 - Show up at noon on April 16 at either the Campus Green (Kennesaw Campus) or the Globe (Marietta Campus) for a photo op to use for social media and donor outreach
 - The donation website will be closed until Giving Day; early giving available for VIPs but still will count (April 7-17, 2025)
 - Communication:
 - Our website has still not been updated by Stratcomm and there's a problem with the Contact Us online form on the website
 - Due to Staff Senate turnover every year, someone new would have to be trained to do the website; Stratcomm doesn't want to keep granting/taking away editing privileges
 - One of Stratcomm's goals is not to have a lot of editors so they recommended controlling the Staff Senate website; if you have permission to edit you can only edit your site
 - Rob will get a list of the pending changes and contact Stratcomm with Hadley's existing ticket
 - Engagement/Impact/Recognition:
 - We're trying to find out why the scholarship form is no longer on the website – it includes how you can give to the scholarship but not how to apply
 - We have funding available and we found an old application form; how do we spread the word? Do we want to start it back up if we only have funding for one year? Should we wait until after Giving Day to decide?
 - How can we promote the Star Staff of the Semester and the Admin Support Staff Team?
 - There are plans for a Staff Development conference Spring 2026

- Reminder that Staff Appreciation will be spread throughout the year instead of just being one week. The schedule still needs to be approved but possible events are:
 - June: Olympics/ice cream
 - November: Cider/donuts
 - December: Chili 'N Cheer (Sweater event separate)
 - February: Team Trivia

Open Forum

- “Welcome from Staff Senate” to new staff

- Motion to close meeting, seconded
 - Meeting adjourned



Teams Calling Transition

March–October 2025



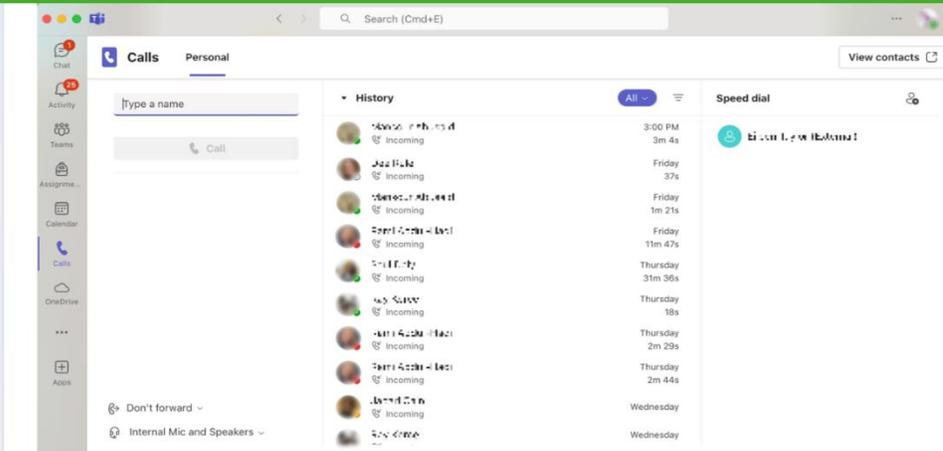
Learn more here!



Teams Calling Benefits

- + Talk Hands-Free, anywhere!
- + Convenient Voicemail Features
- + Effortless Call Transfers
- + More Desk Space!

Teams Calling Transition Packet



KSU Facilities Portal

KSU's New Integrated Work Management System.

■ KSU Facilities Portal

- ▶ Replace the current AIM Maintenance Request System
- ▶ Change how we manage and address facilities-related requests across campus
- ▶ Introduce transparency around space occupancy and real estate
- ▶ Combine all aspects of KSU's physical infrastructure into a single, centralized system

■ OwlOps Module Launch

The first module to go live in the KSU Facilities Portal will focus on **Maintenance Requests**

This new system will

- ▶ Improve the submission process
- ▶ Ensure quicker response times
- ▶ Allow users to track and manage maintenance requests more efficiently with real-time updates

Future Enhancements

Additional features including Space Management, Real Estate and Move Requests, will be integrated into the KSU Facilities Portal over time.

■ Why This Change?

The new system reflects our commitment to innovation and operational excellence by:

- ▶ Improving the user interface for submitting and monitoring the status of work requests
- ▶ Enabling better coordination across teams.
Providing data-driven insights to optimize resource allocation and planning

■ What to Expect

Training and Resources: We will provide detailed instructions, training materials and job aids to familiarize you and your teams with the new KSU Facilities Portal.

▶ **Communication:** We will ensure a smooth transition by sharing updates and reminders as we approach the launch date.

▶ **Support:** Our team will be available to address any questions or challenges during the implementation process.

Click to Join our Virtual Town Hall Meetings:

▶ [March 13 at 3pm](#)

▶ [March 20 at 9am](#)



Questions?



Thank You

Donald Spencer

Director, Maintenance and Operations | dspenc15@kennesaw.edu | 4705787943

OwlSwap

**FREE & Sustainable Clothing Initiative
for KSU Staff, Students & Faculty**

**Everyday outfits, professional wear
& more!**

Closet Hours:

Kennesaw: Mon - Thur 11am - 5pm

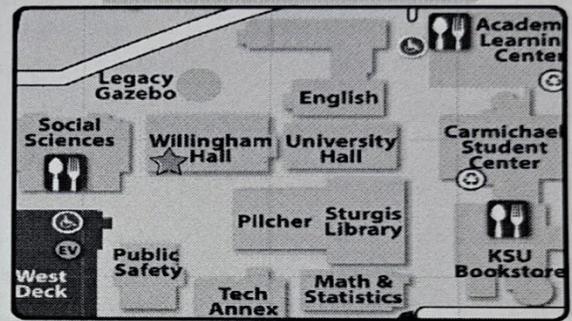
Marietta: Mon 12:30pm - 4:15pm;

Wed & Thur 11am - 4pm

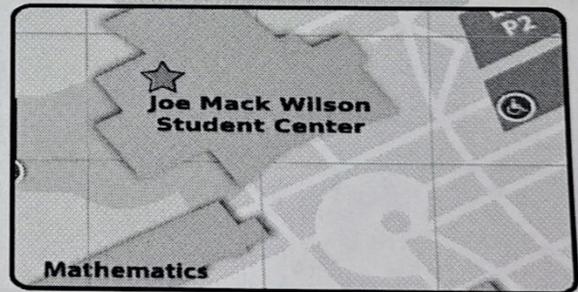
**Follow our IG for info on events like
our monthly swap: @OwlSwap**

Email: owlswap@kennesaw.edu

Kennesaw Closet Location



Marietta Closet Location



**Kennesaw: WH 130
Marietta: Suite 187**