**Staff Senate**

**Minutes of February 14, 2011 Meeting**

The regular meeting of the Staff Senate was called to order at 10:00 a.m. on February 14, 2011. The meeting was conducted in the Conference Room in Raburn Hall.

**Attendees:**

Members present were: Chris Horn, Ethan Humphres, Jim Eubanks, Pam Trimble, Martha Frances Graham, Louise Huddleston, Sara Huntley, Joan Smith, Chuck Faddell, George Sherrill and Cindy Wood

Proxy: Shirley Grant-Rhodes for Susan Freeman; Steve Burnett for Louise Huddleston

Absent: James Burton, Kari-Kay Harp

1. **Approval of Minutes**

All present accepted and approved the January 18, 2011 minutes as corrected.

1. **Approval of Agenda**

All present accepted the agenda as presented with additional items and corrections.

1. **Staff Senate President’s Report**
   1. Thanksgiving Proposal conducted through e-business
   2. Code of Conduct – recommended for approval through e-business
   3. Memo to Technology Advisory Committee Chair
   4. Budget issues – Chris Horn, Ethan Humphres, Jim Eubanks and Cindy Wood will meet with Steve Smith. Jim Eubanks proposed that information from this meeting be shared with the full Staff Senate at the next schedule meeting.
   5. Shared Governance Executive Committee/Committee balance and equity – Chris Horn stated that there needs to be one more member of the Staff to have balance
2. **Shared Governance: Committee Reports**
   * 1. SGEC polling SG committees – re: moving to Division I or staying at Division II

Chris Horn distributed list of concerns that members of the Staff Senate had. Discussion occurred on the list and a ranking of the concerns was agreed upon.

* + 1. Faculty Ad Hoc Committee on Shared Governance Restructuring
    2. New Staff Handbook revisions (e-business; 6 attachments distributed on 2/9/11) – conduct via e-business with a deadline of Thursday

1. **Old Business**
2. **2009/2010 Goals**

Recognition of Staff Employees:

Jim Eubanks informed that the survey instrument had been sent to the Office of Institutional Research

Wellness Initiative (a.k.a. - Student Recreation Center Membership for Staff/Faculty):

Ethan Humphres presented an update on Leo’s Lose It Challenge and the accompanying case study involving Health Services and the Department of Health, Physical Education and Recreation

1. **2010 – 2011 Goals**

Child Care: Kari-Kay Harp has asked to be replaced as the Chair

Protocol for Faculty and Staff External Searches:

Motion made by Cindy Wood, seconded by Jim Eubanks to approve policy with edits and caveats in regards to training. Motion Carried.

Graduate Work Financial Assistance:

Motion made by Ethan Humphres, seconded by Pam Trimble to conduct further research on proposal

Faculty Research and Development:

Motion made by Jim Eubanks, seconded by Mary Frances Graham to accept proposal. Motion Carried.

1. **New Business**
2. **Nominations for 2011-2012 Staff Senate Officers**

Nominations for Vice President and Secretary need to be forwarded at the March meeting.

1. **Academic Suspension and Appeal**

Motion made by Brad Peeden, seconded by Mary Frances Graham to accept the policy. Motion Carried.

1. **Faculty Handbook 4.1**
2. **Independent Study Compensation**

Motion made to send back to committee for more information. Motion Carried.

1. **UNA Distance Learning Policies and Procedures Manual**

Conduct through e-business

1. **Discussion**
2. **Announcements**

The next Staff Senate meeting will be conducted on Tuesday, March 15, 2011 in the Conference Room of Raburn.

1. **Adjournment**

The meeting was adjourned at 11:40 a.m.

**Future Staff Senate Meeting Dates:**

March 15, 2011

April 11, 2011

May 9, 2011

June 14, 2011