**Staff Senate**

**Minutes of March 15, 2011 Meeting**

The regular meeting of the Staff Senate was called to order at 10:05 a.m. on March 15th, 2011. The meeting was conducted in the Conference Room in Raburn Hall.

**Attendees:**

Members present were: Chris Horn, Ethan Humphres, James Burton, Pam Trimble, Martha Frances Graham, Louise Huddleston, Joan Smith, Chuck Fadell, Brad Peeden, George Sherrill and Cindy Wood

Proxy: Blake Lomenick for Jim Eubanks; Jarrod Russell for Sara Huntley

Absent: Jim Eubanks, Kari-Kay Harp, Sara Huntley

1. **Approval of Minutes**

All present accepted and approved the February 14, 2011 minutes with the following corrections:

Brad Peeden was present.

Old Business: Remove entry for Faculty Research and Development proposal. It was not sent for approval. No motion necessary.

1. **Approval of Agenda**

All present accepted the agenda as presented.

1. **Staff Senate President’s Report**
   1. Memo to Technology Advisory Committee Chair re: IT Policy approval discussion: Staff Senate and SGA approved the however Faculty Senate defeated the policy but did not send it back through channels. Faculty began their own policy. Indications were that it was approved by Staff Senate which was not the case. Policy is to be revisited through appropriate channels. This is a risk assessment issue as well as policy.
   2. Budget Issues: University vs. Auxiliary budgets. Chris Horn, Ethan Humphries, Jim Eubanks and Cindy Wood met with VP Business Affairs Steve Smith, Donna Tipps, and VP Student Affairs David Shields for clarification of perceived discrepancies. While there are differences in charges for the two budgets, the policies are in line with other university policies as presented by Dr Smith. Auxiliary budgets are run like a small business and nothing is covered from E&G funds.
   3. Potential Move to Division I: Reports from the various meetings with the President, Board of Trustees Subcommittee and Faculty/Staff Senators with President from Chris Horn. All faculty/staff concerns have been forwarded in every venue but no yes or no vote has been taken. It has been expressed that the vote would probably be no. Dr Cale and others have listened to the concerns but the Subcommittee has decided to continue to pursue possible strategies and benchmarks to achieve Division I status. These will be addressed in the May BOD meeting with a vote in June.
   4. Child Care Center Ad Hoc Committee Chair, Kari Kay Harp, has resigned. Discussion among the committee was unanimous that this issue was not a priority at this time and will remove the item from current goals.
2. **Shared Governance: Committee Reports**
   * 1. Faculty Ad Hoc Committee on Shared Governance Restructuring: Document titled “University Policy Change” given to all for careful review and comment. New proposal indicates faculty, staff and student senates may generate new policy proposals with more equitable resolution and say-so when all or more than one group is affected by the policy.
     2. Shared Governance Executive Committee and SG Committee balance and equity handout. Concerns were addressed over imbalances on several committees. The next SGEC meeting will discuss changes on the various committees. Chris Horn asked recommendations for changes be forwarded to her as discussed in the meeting.
     3. New Staff Handbook revisions have been completed via e-business and forwarded to Catherine White. Thanks to all for their feedback.
     4. SGEC approval to appoint Pam Trimble as replacement for Jami Schepman on the Faculty/Staff Welfare Committee has been approved by Dr Cale.
     5. There is a proposal for a Food Services Committee to look at feedback on current services and opportunities for improvement. Proposed composition is four students (including SGA president), two faculty, two staff, VPAA and the VPSA. No final decision at this time, more information to follow.
3. **Old Business**
4. **2009/2010 Goals**

Recognition of Staff Employees:

Jim Eubanks has sent the survey instrument out for a second review by committee members.

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

Cindy Wood provided update for Ethan Humphres. Leo’s Lose It Challenge continues to progress although very few have taken advantage of the health case study. There will also be a Health Fair on March 23rd sponsored by Health Services in the GUC from 10-2pm.

1. **2010 – 2011 Goals**

Child Care: Discussion and decision to remove from this year’s goals. Motion made by Cindy Wood, seconded by James Burton.

Advocacy and Equity in the University Compensation Program: Discussion concerning continued promotions among faculty but unable to secure funds for staff promotions or compensation. Chris Horn agreed to talk with Catherine White on how we can move forward in this process. Will invite to next meeting if indicated.

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:

Discussion among the group highlights concern over definition of “serves institutional need”. There is also concern that it does not address certification requirements for service employees obtained at two year institutions. These certifications are pertinent to their career ladder. Motion made by Cindy Wood and seconded by Brad Peeden to address these concerns before approval.

Independent Study Compensation:

Discussion and concerns addressed again over promotions and increased compensation of 400% (request $100 per hour vs. $20/hour) for independent study in times of proration and no staff compensation. Consider impact on dept. budgets and possibly sending to Strategic Budget Planning Committee? Motion to oppose current proposal by Joan Smith and seconded by Louise Huddleston.

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

Ethan Humphries has forwarded the status for upcoming vacancies and the need for nominations for Vice President and Secretary as soon as possible. As the current Vice Pres. Ethan Humphres will become Pres. All must vote, nominate by next month on replacements.

1. **Remission of Fees**

There are many concerns with the remission of fees policy, item #13 revisions addressing what may be taken and by whom, and the impact on potential promotion opportunities. Motion to defeat proposal as written and seek further clarification and revision by Louise Huddleston and seconded by Martha Frances Graham.

1. **University Policy Change from Faculty Senate**

After some discussion, Chris Horn requested all members to take time to read the proposal cover to cover before voting. Representation on committees was discussed along with the impact it may have for future. Request feedback given to Chris over the next two weeks to be shared for consideration. Motion to table decision to next meeting by Brad Peeden and seconded by James Burton.

1. **Discussion: None**
2. **Announcements**

The next Staff Senate meeting will be conducted on Monday, April 11, 2011at 10:00a.m., in the Raburn Conference Room.

1. **Adjournment**

Motion to adjourn by Pam Trimble and seconded by Chuck Faddell. Meeting was adjourned at 11:25 a.m.

**Future Staff Senate Meeting Dates:**

April 11, 2011

May 9, 2011

June 14, 2011