**The Staff Senate Meeting Minutes**

**Tuesday, August 12, 2013**

**Raburn Conference Room**

**Minutes**

The regular meeting of the Staff Senate was called to order at 10:07 a.m. on August 12, 2013 in the Raburn Conference Room.

Members present were Melissa Thornton, Jimmy Waddell, Anita Holcombe, Keith Fields, Randall Phifer, Haley Brink, R.J. Chittams, Janet Jones, Molly Vaughn, Susan Hughes, Paula Hailey, Thomas Tidmore, George Sherrill, and Catherine White

Absent: Peggy Wingo

**I. Approval of minutes from the July 8th Meeting**

Ms. Haley Brink made a motion to approve the minutes from July 8th. Ms. Susan Hughes seconded. All present and approved the minutes as presented.

**II. Approval of agenda**

Mr. R.J. Chittams made a motion to approve the agenda. Paula Hailey seconded. All present and approved the agenda as presented.

**III. Unfinished Business**

Mr. Jimmy Waddell reported that the Wellness Committee met on Wednesday, July 31st. All committee members were present at this meeting. The committee wanted to establish goals for a comprehensive university wellness program. One idea that merged from this meeting was a wellness program not just for the faculty and staff, but for the university as a whole. The overall purpose was to enhance our wellness. Ms. Catherine White was asked if overall healthiness was achieved if this would mean decreased cost or premiums- reply was not in the short term, but yes in the long term. There were discussions to create a full-time position to head this wellness program and ways of funding this position. Mr. Jim Eubanks is currently working on ideas for funding this position. There are still plans to have a wellness day with the kickoff in the spring 2014.

Ms. Molly Vaughn reported there were 119 responses to the Staff Attitude Survey for the first week. There were good representation from all areas except from service maintenance and skilled crafts. Computer labs were scheduled to help increase the responses from these areas.

Other discussions regarding survey were:

Posting results of the survey on the web for viewing - Ms. Molly Vaughn informed the staff members that open ended comments were not posted for viewing.

High percentage of yes responses to the question regarding discrimination or harassment on campus

High percentage of disagree responses to the question regarding if job descriptions were updated periodically

High percentage of strongly disagree or disagree responses to the question regarding if adequate COL raises were received.

It was agreed upon that a confidentiality agreement needed to be signed before results of the survey could be sent to staff senate members.

**IV. New Business**

Ms. Melissa Thornton will be making plans to update Staff Senate website with new member names, updated photo, and meeting minutes.

**V. Discussion**

No other discussion

**VI. Announcements**

The next meeting is scheduled for September 9th at 10:00 in the Raburn Conference Room, but due to the board meeting this date will probably change to September 10th – an email from Ms. Melissa Thornton will be send out to confirm this date..

**VII. Adjournment**

Motion to adjourn meeting at 10:40.

Respectfully Submitted,

Anita Holcombe