

Staff Senate

October 9, 2017 11:30 A.M.

GUC 200

Minutes of the Meeting

- I. Call meeting to order – Senate President, Jarrod Russell, called the meeting to order at 11:32 am.
- II. Members present and comprising a quorum were: Lillian Akin, Bishop Alexander, Laura Beasley, Melissa Bolton, Gigi Broadway, Bobby Champagne, Mitch Coffman, Salena Denton, Ginger Gatlin, Kevin Jaques, Janet Jones, Allison Mays, LaNita Riant, Jarrod Russell, Regina Sherrill, Amanda Sizemore, Amy Thompson, Luke Underwood, Bliss Adkison – proxy for Molly Vaughn, Jimmy Waddell, and Christy Waters
- III. Approval of minutes – Dr. Jacques made a motion to approve the minutes from the September 11, 2017 meeting as printed. Ms. Bolton seconded and the motion carried.
- IV. Approval of agenda – President Russell proposed a change to the printed agenda under section VII. New Business: the nomination and election of a new Staff Senate Secretary as the current Secretary, Amanda Sizemore, will be leaving the University at the end of October. Ms. Bolton made a motion to approve the suggested addition to the agenda. Ms. Akin seconded and the motion carried.
- V. Staff Senate President’s report – President Russell met with University President, Dr. Kitts, to review the 2016 Staff Attitude Survey. President Kitts’ questions were the following: Who can see the comments? What comes from the survey and comments? He’d like to meet with the Senate before the 2017 Survey dispersal, and he stated he would like to see an anonymity clause added to the survey.
- VI. Unfinished business
 - a. Nominate/Elect Shared Governance Committee Representatives
 - i. International Programs and Offerings – Hayden Behel from the Registrar’s Office volunteered and was approved to serve on this committee.
- VII. New business
 - a. Staff Senate Secretary Election – Amy Thompson was nominated by Amanda Sizemore to serve as Secretary. In unanimous agreement, the Senate approved Ms. Thompson’s election.
- VIII. Discussions – None.
- IX. Announcements
 - a. Next meeting – November 13 at 10 am in GUC 200
- X. Guest - Mr. Evan Thornton, VP for Business & Financial Affairs, and Ms. Catherine White, Assistant VP for Human Resources
 - a. Leave Policy for Maintenance Staff – Ms. White confirmed that the Staff Handbook’s policies apply to all staff persons. The Handbook dictates how to take leave. There is a separate policy for staff in Environmental Services requiring a doctor’s note for the use of sick leave.

- b. Any changes to the current insurance premiums/coverage will incur costs. Ms. White offered to provide the Senate with what premiums would look like if the family coverage was more specific (i.e., just spouse, just one child, spouse and child, etc.).
 - c. Tuition remission – Direct Supervisor can dictate what classes can be remised if the course is considered an auxiliary course (i.e., Continuing Education). If the course is not directly related to the position, the supervisor can reject the tuition remission request.
 - d. Move to midpoint – Mr. Thornton allotted \$152,000 for staff move to midpoint in the budget. Ms. White confirmed that the pay grades are working toward current market. The website reflects the current pay grades – which are somewhere between 2011 and 2017 thanks to the 3% increase last year.
- XI. Adjournment – Ms. Thompson made a motion to dismiss. Ms. Sizemore seconded and the Senate adjourned at 1:21 pm.