

UNA Staff Senate

April 13, 2026

10:00 AM

GUC 200

- I. Call to Order- President Anna Leigh Rossi began the meeting at 10:00am.
- II. Roll Call (Senators, Proxies, & Visitors)- Members present and comprising a quorum were: Mr. Adrian Miller, Ms. Anna Leigh Rossi, Ms. Bretta Cagle, Ms. Cala Flippo, Ms. Catherine Martin, Ms. Debbie Williams, Dr. Kathleen Richards, Ms. Emily Patterson, Ms. Erin Wittscheck, Ms. Hope Buckley, Ms. Janet Jones, Mr. Jarrod Russell, Mr. Jeremy Martin, Mr. John LeMay, Ms. Kari-Kay Cassady, Ms. Kendra White, Ms. Mary Harber, Ms. Megan Simmons, Ms. Michele Aycock, and Ms. Salena Denton. Dr. Molly Mathis was absent with no proxy. Ms. Cayla Dee Crawford attended as proxy for Ms. Anna Hovater, and Ms. Latricia Hensley attended as proxy for Hollon McCullar.
- III. Guest Speaker-
  - a. Dr. Lauren Killen, the Chair of the Shared Governance Executive Committee, attended the Staff Senate April meeting to share information about the structure of SGEC and its role and processes. Representatives on SGEC include members of Staff Senate, Faculty Senate, Administrative leadership, and the SGA. There are five strategic committees and twelve task committees on SGEC. SGEC works to distribute policies to various campus groups in an effort to enact effective change and accurately represent their constituents. SGEC is working on a Canvas informational course for new Senators to help increase understanding of the role and their responsibilities.
- IV. Approval of Agenda- Ms. Kari-Kay Cassady made a motion to approve the agenda. Ms. Hope Buckley seconded and the motion carried.
- V. Approval of Minutes- Ms. Hope Buckley made a motion to approve the March 2026 minutes. Ms. Debbie Williams seconded and the motion carried.
- VI. Staff Senate President's Report-
  - a. President Anna Leigh Rossi shared information about the Staff Senate elections for the 2026-2029 term. All senators whose term ends in 2026 have been notified via email. Senators completing a first term and wishing to serve a second term must be elected. Vacancies for the 2026-2029 Term for Senators includes two in Academic Affairs, two in Student Affairs, three in Business and

Financial Affairs, and one in Advancement. Regarding the election timeline, nominations will open on May 11 and close on May 15. Interested candidates should email their senator to notify them of their interest and include a short paragraph about their experience at UNA and why they would be fit for the role. Senators will send those nominations to Ms. Bretta Cagle. Elections will take place via Qualtrics from May 18-22, and successful candidates will be notified by May 27. An E-Business meeting in June will be held to elect new officers, including Secretary and Vice President. The term for newly elected Senators begins on July 1.

- b. President Anna Leigh Rossi discussed the Shared Governance Committee vacancies as follows: Food Services (nominee must be from International Affairs per Shared Governance Structure), and Institutional Effectiveness (nominee must be Staff with Institutional Effectiveness reporting capabilities and able to complete annual reports via Watermark).
- c. President Anna Leigh Rossi also discussed the Shared Governance Orientation Work Group and its formation. A chair and co-chair have been selected, and the group is set to work on the informational Canvas course for new Senators mentioned above. Ms. Cala Flippo requested that Dr. Killen's "cheat sheet" for Robert's Rules be included in the course as an available resource.

## VII. Committee Reports

- a. Staff Attitude Survey- President Anna Leigh Rossi reminded Senators that the Survey has been distributed and to encourage their constituents to complete it by the date it closes (April 27). 154 surveys have been completed thus far, and a reminder from the Office of Institutional Research is set to be sent out next week. Announcements for the Survey have been placed in the Digest as well.
- b. Staff Merit- No report.
- c. Staff Visibility- Ms. Megan Simmons shared that Employee Rec Day has been cancelled for Spring. The Spring Staff Visibility event has been moved to April 30 from 2-3pm in the GUC parking lot – Staff and Faculty Senates will be sponsoring a voucher for free ice cream from Chubby Hubby. President Anna Leigh Rossi shared that Coke has reached out regarding a potential Coke Float event, which may be a possible Faculty/Staff event option for the Fall term. Ms. Kari-Kay suggested President Anna Leigh reach out to Ms. Elgie Garner regarding planning.

- d. Distinguished Staff Employee of the Year- Vice President Bretta Cagle shared that the award will be presented at the University Awards Gala on April 27.
  - e. Staff Affairs- No report.
- VIII. Unfinished Business- None
- IX. New Business- None
- X. Discussion-
  - a. Mr. Adrian Miller asked for clarification on where constituents will access the free ice cream vouchers for Chubby Hubby at the Visibility event – Ms. Megan Simmons shared that she will be next to the ice cream truck handing those vouchers to Faculty and Staff.
- XI. Announcements- None
- XII. Adjournment- Ms. Kari-Kay Cassady motioned to adjourn the meeting. Ms. Cala Flippo seconded and the motion carried. The meeting was adjourned at 10:18am.

