**UNA Staff Senate**

February 14, 2022

10:00AM via Zoom

1. Call to Order – President Melissa Bolton called the meeting to order at 10:00 a.m.
2. Roll Call (Senators, Proxies, Visitors) Roll call and introduction of Proxies-Members present and comprising a quorum were: Ms. Bliss Adkison, Ms. Lillian Akin, Ms. Laura Beasley, Ms. Melissa Bolton, Ms. Gigi Broadway, Ms. Sheena Burgreen, Mr. Billy Burns, Ms. Heather Cole, Ms. Kali Daniel, Ms. LaShonda Davidson, Mr. Brian Ford, Ms. Marissa Gatlin, Ms. Lindsey Goode, Mr. Scott Heath, Ms. Sara Beth Humphres, Ms. Joy Kelly, Ms. Kimberly Oakley, Mr. Mickey Price, Ms. Amy Thompson, Ms. Christy Waters, Ms. Melissa Williams, and Ms. Jocelyn Wright. Haley Newton as Proxy for Ms. Regina Sherrill and Dr. Freda Coleman-Reed, on behalf of CASE Awards.
3. Approval of Agenda – Ms. Gigi Broadway made a motion to approve the agenda. Ms. Melissa Williams seconded and the motion carried.
4. Approval of Minutes
	1. January 2022 (amended) Minutes – Ms. Heather Cole made a motion to approve the amended January 2022 minutes. Ms. Bliss Adkison seconded and the motion carried.
5. Guest Speaker
	1. Dr. Coleman-Reed, CASE Chairperson for the Excellence Awards encouraged everyone to nominate yourself or others for these awards. There are 15 different awards, with nominations open through February 28th. The nominee must be in Arts, Science, or Engineering to be able to participate.
6. Staff Senate President’s Report
	1. Ms. Melissa Bolton indicated that she met with SGEC. It was announced that enrollment was up for the 4th consecutive semester.
7. Committee Reports
	1. Staff Attitude Survey (Bliss) – Ms. Bliss Adkison stated that this committee will begin meeting March.
	2. Staff Merit – No reports
	3. Staff Visibility – No reports
	4. Distinguished Staff Employee of the Year (Melissa) – No reports
	5. Staff Orientation (Amy) – No reports
	6. Terminal Degree Assistance Committee (Melissa) – No reports
8. Unfinished Business - None
9. New Business
	1. Tobacco Free Campus Policy

Questions were asked regarding who will provide education on this policy, where will funding come from, and who will enforce it. It was stated that there is a policy in place and that there are designated areas available off-campus. Ms. Melissa Bolton indicated that the policy is being expanded and will still go before other Senate committees. Two minor editorial changes are needed: (1) The abbreviation “etc.” should be added to the end of the sentence which lists examples of smokeless tobacco products so that the policy incorporates any future products produced by the tobacco industry, and (2) the word “conductive” in the first paragraph should be changed to “conducive”. The motion to approve the two minor editorial changes to the Tobacco-Free Policy was made by Ms. Kim Oakley. Ms. Jocelyn Wright seconded and the motion carried.

1. Discussion - None
2. Announcements - None
3. Adjournment – Ms. Laura Beasley made a motion to adjourn. Ms. Kim Oakley seconded and the meeting was adjourned at 10:27.