

Meeting Minutes
October 12, 2009

The regular meeting of the Staff Senate was called to order at 10:00 on October 12, 2009 in Wesleyan Hall Conference Room by Jennifer Smith.

Present Members were: Jennifer Smith, Kari-Kay Harp, Pam Trimble, Sara Huntley, Kevin Jacques, Steve Burnett, James Burton, George Sherrill, Chuck Fadell, Joan Smith, Pam Osborn, Ethan Humphres, and Missy Pettus for Chris Horn.

The minutes of the previous meeting were unanimously approved as distributed.

The agenda was unanimously approved as distributed.

Nothing to Report.

Terry Richardson, Chair of Shared Governance, came to speak to the Senate about Shared Governance and the changes to the Shared Governance document. Dr. Richardson expressed the views that he is not an expert regarding the history of Shared Governance at UNA and how it came to be. He spoke to us about the historic aspects of the document and the concerns voiced by Staff Senate. He feels that our concerns are legitimate and wants us to know that we have a friend in Shared Governance. He agrees that it is very tvery teHgardbSte is (

Email Policy: A memo was sent to Priscilla Holland and Dr. Thornell. They have forwarded to the Executive Committee. We are waiting to hear from the EC.

Smoking Policy: Jennifer will draft a memo and send out to Staff Senate before forwarding. Dr. Statom is trying to figure out how to bring this information up to the Faculty Senate. They are also waiting to see what the city is doing with their new smoking policy. We will move forward with our proposal.

Discussion of the "new" University Police department and their schedules. A report was made that some have tried to contact the University Police department at or around 4:00 p.m. and received no response. Kevin stated that officers are moving to 12 hour shifts and another member stated that the administrative staff are moving to four 10-hour shifts.

Compensation Ladder Review Update – The committee has recommended that Administrative Secretary titles be changed to Administrative Assistant and Academic Secretary titles be changed to Academic Assistant. A memo has been or will be sent to Renee Vandiver regarding these changes.

Professional Development Workshop – Joan Smith reported that Catherine White did not get the memo to her in time for the meeting. Dr. Medders thinks that he can find us some funds for these workshops. Joan will update at the next meeting.

Staff Recognition – Jennifer typed up a memo regarding the Employee of the Semester Award and handed out to all. She explained the memo and stated that we should get started on this by January. A memo will be drafted, sent to Staff Senate for approval, and then forwarded to the correct Shared Governance committee for approval.

Commencement Policy – The Academic and Student Affairs Committee sent an email to Jennifer who forwarded to Staff Senate. This committee agreed that none should be allowed to present at commencement other than the President and Board of Trustees. The committee asked that Staff Senate recommend the policy change to the President. A memo will be drafted, sent to Staff Senate for approval, and then forwarded to the President for approval.

Meeting was adjourned at 11:00 by Jennifer Smith. The next general meeting will be at 10:00 a.m. on November 9, 2009 in the Wesleyan Hall Conference Room.

Minutes submitted by: Kari-Kay Harp, Secretary

Minutes submitted to: Jennifer Smith, President