

Staff Senate Minutes November 17, 2004

Attendees	<input checked="" type="checkbox"/>	Michael Albino	<input type="checkbox"/>	Kristi Greier
	<input checked="" type="checkbox"/>	Keshia Askew	<input type="checkbox"/>	Rhonda Griner
	<input checked="" type="checkbox"/>	Paulette Bell	<input checked="" type="checkbox"/>	Anne Harper
	<input checked="" type="checkbox"/>	Mary Jane Blackwell	<input checked="" type="checkbox"/>	Candy Horch
	<input checked="" type="checkbox"/>	Peggy Bower	<input checked="" type="checkbox"/>	Diane Jackson
	<input checked="" type="checkbox"/>	Scarlet Brooks	<input checked="" type="checkbox"/>	Ann Lee
	<input checked="" type="checkbox"/>	Matthew Campbell	<input checked="" type="checkbox"/>	Crystal Lee
	<input type="checkbox"/>	Cathi Curtis	<input checked="" type="checkbox"/>	Mike Logan
	<input checked="" type="checkbox"/>	Holly Denenny	<input checked="" type="checkbox"/>	Ray Pinner
	<input checked="" type="checkbox"/>	Mattie Draper	<input type="checkbox"/>	Marilyn Ratliff
	<input type="checkbox"/>	Marcie Eppling	<input checked="" type="checkbox"/>	Linda Stanley
	<input checked="" type="checkbox"/>	Vicki Fowlkes	<input type="checkbox"/>	Jan Williamson
	<input type="checkbox"/>	Diane Gibbs		

Proxies:

Holly Denny for Cathi Curtis

Peggy Bower for Kristi Greier, Marcie Eppling, and Jan Williamson

The meeting was called to order by Peggy Bower at 11:05 a.m. Peggy announced a change in today's agenda--the presentation of the Campus Master Plan will be postponed until the December 15 meeting. Dr. Franz could not be at today's meeting, and he wishes to be available to answer questions when the plan is presented. The plan will be announced to the public around December 17.

Presentation by Michael Albino, Senior Police Officer in the Public Safety Office, on "Accident and Emergency Procedures and Protocol" and "Common Sense for the Holiday Season."

- Accident and Emergency Procedures and Protocol
From any campus phone—dial 911. The call will go directly to Campus Security. From a cell phone, dial 824-6911.
Answer the dispatcher's questions, so the information can be relayed to HEMSI.
- Common Sense Issues
Be aware of anything that seems odd or anyone who seems out of place or is acting suspiciously. Potential thieves (both from outside as well as inside the campus community) try to blend in while looking for opportunities to steal.
Don't leave offices/desks/lockers unlocked when you're not around or leave your purse/other valuables in plain sight.
Don't leave valuables in plain sight in your vehicle. Put items in the trunk before you reach your destination.

Minutes of last meeting:

A motion to approve the minutes of the October 20, 2004, meeting was made by Crystal Lee and seconded by Keshia Askew.

Old Business:

- Holiday Reception—The reception will be held in the NCRH Reception Room on December 9 between 11:00 and 1:30. The University Preschool children will sing at 11:30. If approved, the invitational flyer will be printed today and then be distributed across campus. It was suggested that the time for the children's singing be added to the flyer. Senators should sign up for food and work times either on the list being circulated today or on the Staff Senate website (look at the list, then email Peggy).
- Peggy distributed copies of the Staff Senate resolution with regard to extra staff holidays for the FY 2006-07 only. Paulette Bell made a motion to approve the resolution, and Candy Horch seconded the motion. The majority of the Senate approved the resolution, with one opposing vote and two abstentions. Therefore, the recommendation of the Staff Senate will be that the administration consider giving one or two days at spring break on the staff holiday calendar for 2006-07.

Committee Reports:

By-laws	None
Communications	None
Election	None
Employee Benefits	Still waiting for word from Mark Richard regarding how the Sick Leave Banking policy would impact employees on 5- accounts.
Employee Development	None
Government Relations	None
Policies & Procedures	Crystal has been investigating information received with regard to the sick leave policy for one campus division. After consulting the Staff Handbook and contacting Employee Benefits, she learned that the issue has been resolved with the change in management.

New Business:

Diane Jackson presented a complaint at the request of another employee of the University regarding a workshop recently held by the Counseling Center. The purpose of the workshop was to educate faculty and staff about and solicit understanding for students on campus with alternative life styles. The employee felt this was an inappropriate use of state funds. Holly Denny stated that education is what we are about, and no one was forced to attend. Mike Logan noted that the Resident Directors and Resident Advisors in University Housing receive training for dealing with these issues. The Staff Senate feels that this is not an issue we need to address.

Other Business:

Ray Pinner reviewed items of interest from the November 4-5 meeting of the Board of Trustees:

- Approved the initial construction package for the Applied Science Building. Another \$10 million has been approved from the state, making this a \$60 million project. Digging should begin sometime in January or February. The target completion date is Spring 2007. The entrance to the University will be realigned on Lakeside Drive. The lake will be expanded from Lakeside to Holmes and new landscaping added.
- The Campus Master Plan was approved.
- The planning phase of the fraternity/sorority housing project was discussed. Four fraternities and 2 sororities have signed memos of intent so far. The next step for these will be to have the funds by the June meeting of the Board. President Franz has been very successful in getting more than one half of the funds donated. The target date for occupation is Fall 2006.

Peggy noted that last Saturday's Campus Visit Day brought a great turnout of prospective students and parents, and that the Enrollment Services staff did a great job. The parents were very impressed with the Charger Café.

Announcements

- Employee Appreciation Days are going on today and tomorrow in the UAH Bookstore.
- Holly announced that the Charger Café will be closed on Wednesday, November 24, but Mom's will be open and will have some extra offerings that day.

Meeting was adjourned at 11:40 a.m.

Next meeting: December 15 in UC 127 at 11:00 a.m.