

Staff Senate Minutes
April 20, 2005

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

List Proxies:

Holly Denenny for Anne Harper
 Paulette Bell for Diane Jackson and Scarlet Brooks
 Peggy Bower for Candy Horch and Kristi Greier

The meeting was called to order by Peggy Bower at 11:01 a.m.

Minutes of last meeting:

A motion to approve the minutes of the March 16 meeting was made by Paulette Bell and seconded by Crystal Lee.

Presentation

Maria McNeese, Marketing and Sales Representative for the Bevill Conference Center and Hotel, made a presentation of the products and services available. One side of the Center consists of conference rooms totaling over 18,000 square feet. Large, medium and small rooms are available. The other side of the facility is used for hotel accommodations. The first floor contains the Dining Room, Lobby and Reception areas. Both the US Corps of Engineers and UAH conduct classes upstairs. All UAH-sponsored events are eligible for a 15% discount. The center is set up for banquets, weddings, receptions, parties, etc., with a full catering staff and menu. Discount hotel rates are available for UAH employees, students, parents as well as prospective students and their parents who may be visiting the campus. Hotel guests receive a free continental breakfast, free *USA Today*, and free pass to the University Fitness Center. At the end of her presentation, Maria distributed packets listing the various services, menus and prices available, as well as contact information.

New Business:

- Two UAH Custodial employees, Milton Wynn and Ethel Boughknight, asked to address the Senate regarding a petition they and their fellow workers had presented to Dr. Franz regarding the sign/in-sign/out procedure in the Physical Plant. They feel that most of the workers are being penalized because of the dishonesty of a few. After reviewing the petition,

Dr. Franz sent a memo denying their request for a change. The custodial workers would like for the Staff Senate to support them in asking the Administration to revisit this decision. After some questions and discussion, it was the consensus of the Senate that the issue should be addressed and the other side heard before deciding to become involved. Ann Lee made a motion that we see the memo response from President Franz and go from there. The issue may need to be assigned to a committee for further investigation and reporting.

- Ann Lee brought before the Senate the need to review the UAH internal hiring policy so that UAH employees are given first consideration when a position opens. Recently, two very qualified UAH employees were passed over and an outside person was hired. Ray indicated that there is no written policy, but usually openings are initially posted internally and UAH candidates are given preference. Peggy suggested that a Human Resources person meet with the Senate to discuss this issue before further action is considered.

Old Business

- Sick Leave Banking Policy—The proposed policy was presented to the Administrative Council by Ray Pinner. Peggy emailed a copy of the policy to the Senate earlier in the week, indicating changes requested by the Council. Peggy thanked Ray for taking the proposal to the Council, Rhonda Griner for her work last year in pulling the information together, and the Staff Senate Benefits Committee for their research and work on this policy. If the changes are approved, the Administration will sign the policy into effect. Paulette Bell emphasized the importance of such a policy, based on personal experience with the illness of her husband. Ray stated that the challenge will be to get enough people to sign up initially. Peggy explained the reasons behind the proposed changes, then opened the floor for questions.
 - (1) Rhonda asked about the number of hours participants will be required to put in the bank each year. (2—unless the fund is depleted, but no more than 16 per year)
 - (2) Vicki asked if the Sick Leave Bank Committee members will be able to determine if the requesting employee has abused sick leave in the past. (Yes, since the employee's supervisor and department head must approve. In addition, a participating employee must maintain a minimum balance of 40 hours in his/her own accrued sick leave account to participate)
 - (3) Holly asked if she would still be eligible if she had 100 hours in her sick leave account and then dropped below 40. (Yes, if she is already a participating member)
 - (4) Mike asked when employees may sign up for the bank. (Only during the open enrollment period in September, and the donated hours are not returnable if not used during the year)
 - (5) Marcie noted that young mothers such as herself who frequently must take leave to take care of sick children, etc., will probably not benefit from the policy, since they will be unable to accumulate the minimum of 40 hours sick leave.

Paulette made a motion that the policy be accepted with the changes as requested by the Administrative Council. Ann seconded the motion. The vote was 18 in favor and 2 opposed; therefore, the policy will go to the Administration to be signed into policy.

Committee Reports

- Elections—Linda asked the Senators to go back to their areas and encourage staff to get their nominations for next year's Senate in by Friday at 5:00 pm. Nominees are especially needed in Facilities and Operations. Ballots will be mailed on May 6.

- Picnic—Keshia reported that more door prize donations are needed. Additional workers are also needed in the following areas: 2—Setup, 1--pie patrol, 4—door prizes, several for cleanup. Peggy noted that we will recognize employees and spouses of those who have served in Iraq. Proclamations and plaques have been prepared with the approval of President Franz. The presentations are very timely, since May is Armed Forces Recognition Month.
- Bylaws—A proposed amendment to the bylaws was distributed for consideration and will be voted upon at the June meeting. The resolution adds the following statement:
Resolutions or proposals submitted to the Vice President for Finance and Administration shall contain a request for action of a decision or deferral of a decision within one month of receipt of the submission.

Other Business

- Peggy expressed the Senate's regret that Matthew Campbell will be leaving UAH and going to work at Auburn. In appreciation for his excellent work this year as President Elect and Chair of the Communications Committee (especially the creation and maintaining of an outstanding Staff Senate website), Matthew was presented with a plaque and resolution of appreciation from the Staff Senate.
- Matthew's leaving brought attention to the fact that no provision is made in the bylaws to cover this situation where the president-elect is not able to serve. Peggy asked Rhonda Griner (immediate past president) to take over while she left the room so that the Senate could decide whether to amend the bylaws and reelect her for another term (or partial term) or to open the floor for nomination of a new president-elect. After some discussion, Keshia moved that Ann Lee be nominated to serve as president-elect now and take over as president for next year. The Senate approved the motion unanimously. Peggy returned and was informed of the decision and received a round of applause for her outstanding work as president this year. The Senate agreed that she needs a rest from this responsibility, especially in light of the demands of the SACS review process.

Announcements

- Holly encouraged members to purchase tickets and attend the two ACE-sponsored concerts to be held this coming weekend:
Better Than Ezra—April 22, 7 pm
The John Popper Project—April 23, 7 pm
Tickets are on sale at the UC Front Desk.
- Ray announced that the Alumni House will be demolished by the end of the day.

The meeting was adjourned at 12:15 pm.