

UAHuntsville Staff Senate

Meeting Minutes

16 May 2012 11:00 am

VBRH-50, UAHuntsville Campus

I. Call to Order – Meeting called to order by Rachel Osby at 11:02 a.m.

Attendance

	Kevin Bennett	X	Vonda Maclin
X	Eric Dossey	X	Rachel Osby – President
X	Kathy Gentry	X	Liz Redding
	Debby Griffith	X	Scott Royce- Vice President
X	Margaret Hall		Jana Savanapridi
X	Kathy Hosch	X	Patti Sparkman
	Nicke Keimer	X	Jaime Superczynski
	Chris King	X	Pam Tejes –Secretary
	Valarie King		Janice Temmen –Treasurer
X	Penelope Lang	X	Jorgy Umlor
	Melanie Leonard		Daniel Wyers

Quorum present? Yes

Others present: Ray Pinner

New Senators: Daniel Horton
Greer Eleazer
Lisa Rivers

Proxy: Rachel Osby is the proxy for Debby Griffith
Rachel Osby is the proxy for Jana Savanapridi
Jorgy Umlor is the proxy for Kevin Bennett
Margaret Hall is the proxy for Nicke Keimer
Vonda Maclin is the proxy for Valerie King

Approval of Minutes

The Minutes of the March meeting were e-mailed to all Staff Senate members prior to the meeting; senators reviewed them prior to the meeting. A motion was made to approve by Jorgy Umlor and seconded by Scott Royce; motion passed unanimously.

II. Unfinished Business

- None.

III. Committee Updates

- A. Executive Committee- Rachel Osby
- Strategic planning continues with the steering committee who is currently reviewing priorities and goals. The next step is to establish task forces. Please review documents on the President's website.
- B. Bylaws Committee- Scott Royce, Chair
- No meeting.
 - Started process to update by-laws; it will take about three months to reach approval stage.
- C. Communications Committee- Jorgy Umlor, Chair
- No meeting.
- D. Election Committee - Kathy Hosch, Chair
- Election complete and new senators notified.
- E. Employee Benefits Committee – Vonda Maclin, Chair
- No meeting.
- F. Employee Development Committee- Liz Redding, Chair
- No meeting.
 - Would like to recruit new members for the next year.
- G. Government Relations Committee- Patti Sparkman, Chair
- No updates since Ray Garner's update in March.
- H. Policies and Procedures Committee- Jana Savanapridi, Chair
- No update.
- I. Staff Picnic Committee Meeting- Janice Temmen, Chair
- Debriefing for April 20 Picnic held on April 25, 2012
Present: Jennifer Brost, Kathy Gentry, Vonda Maclin, Liz Redding, Janice Temmen
Not Present: Margaret Hall, Penny Lang, Patti Sparkman
- Recommendations discussed:**
- Place RSVPs on flyers and all correspondence.
 - Move can drinks and water closer to Smokey's drink table.
 - Move picnic date after Commencement in May.
 - Solicit door prizes earlier.
 - Offer more vegetarian food options.
 - Use more people for setup – at least 4 workers.
 - Have more people at the registration tables at the beginning of the picnic (at least 4 per "Check-In" and 2 per "Question" table). Mid-way through the picnic, reduce the number of "Check-In" workers.
 - Continue process of giving plates out with the food ticket take-up.
 - Increase tables from 15 to 20 and chairs from 120 to 160.
 - Suggestion: Have a name tag table and let individuals make a name tag for themselves.
- Other recommendations will be solicited at the May Staff Senate meeting – please notify the committee if you have comments/suggestions.

- If you solicited and received a door prize donation and have not provided a form to the donor, Liz Redding has “in-kind” form so the donor can receive tax benefits.

IV. Division Reports

A. Academic Affairs – Daniel Wyers

- None.

B. Advancement- Rachel Osby

- VP Advancement search in progress. Estimated that airport interviews will occur in June, campus interviews in July, and the candidate selected before fall term.

C. Facilities and Operations – Jorgy Umlor

- Clarification to move request: restrictions regarding prior notice do not apply to small or event-related situations.
- The Alabama Turf Association meeting held on campus – it was successful and it is hoped that that this may open the door to future meetings.
- Bid opening on new chiller for central plant; should substantially save the university.
- Reroofing projects at Roberts Hall and the Bevel Center.
- New energy manager and facilities appreciate anything that offices can do to save energy (and thus money).
- Claire Hurdy is the contact for student garden. Jorgy has her number if you want info on next plant sale.

D. Finance and Administration – Vonda Maclin / Ray Pinner

- Awards ceremony hosted last week for service of 25 years or more. Certificates will be awarded to those with 10 years of service or more.
- Upcoming retirement planning lunch at SKH.
- Today is the last day of the legislature cycle. There are lingering issues affecting the education fund. There is a proposed appropriation reduction of \$1.7-2.2M and the Governor is threatening to veto / call special session. Ray Pinner indicates that we hope to know this week where the budget stands.

E. Research – Patti Sparkman

- Crystal Morgan has won a Platinum Hermes award for the Research Review brochure.

F. Student Affairs – Margaret Hall / Jamie Superczynski

- Week of Welcome is Aug 17-25. Submissions are closed for events. Request from committee for staffing welcome tents on Wednesday morning when classes begin. Many senators expressed interest. Jamie Superczynski can organize a sign-up sheet for volunteers (she will send out).
- If you want a table at Charger Express contact Jervic Caparas. The registration links are First Year Orientation:
<https://uahchargers.wufoo.com/forms/charger-express-2012-first-year-orientation/>
 Transfer Orientation (Campus Departments):
<https://uahchargers.wufoo.com/forms/charger-express-2012-transfer-orientation-dept/>

V. New Business

- None.

VI. Discussion

- The June meeting will be longer in order to provide adequate time for next year's planning, officer elections, and establishing committees and chairs.

VII. Announcements

- Next Meeting: Wednesday, June 20 at 11:00 a.m. in VBRH M-50.

VIII. A motion was made to adjourn by Eric Dossey and seconded by Jorgy Umlor. Meeting adjourned by Rachel Osby at 11:25 a.m.

Respectfully submitted,

Pam Tejes, Secretary
Staff Senate