

UAHuntsville Staff Senate

Meeting Minutes

4 December 2013 11:00 am
VBRH-50, UAHuntsville Campus

I. Call to Order – Meeting called to order by Holly Arnold at 11:20 a.m.

Attendance

x	Holly Arnold (Academic Affairs) - Pres.	x	Marcia Pendleton (Facilities)
	Randy Barbour (At Large)		Susan Phelan (Research)
x	Sally Badoud (Advancement) - VP		Gregory Reed (Research)
x	Kevin Bennett (At Large)		Sherri Restauri (At Large)
x	Amelia Duke (At Large)		Lisa Rivers (Finance & Admin)
x	Greer Eleazer (At Large)	x	Scott Royce (At Large) - Past Pres.
x	Jim Fisher (At Large)		Laurie Schmitz (At Large)
	Jeremy Holden (Finance & Admin) - Treasurer		Jackie Siniard (At Large)
x	Nicke Keimer (Student Affairs)		Jaime Superczynski (Student Affairs)
x	Erica Mossholder (At Large) - Secretary	x	Katie Thurston (Advancement)
x	Dana Warner (At Large)	x	Jorgy Umlor (Facilities)
x	Scott Malcolm (At Large)	x	Wendy Worlund (Academic Affairs)

Quorum present? Yes

Others present: Laurel Long, Human Resources, representing Ray Pinner

Proxy: Holly Arnold proxy for Jeremy Holden
 Katie Thurston for Lisa Rivers and Laurie Schmitz
 Wendy Worlund for Sherri Restauri

Approval of Minutes

The Minutes of the November 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 the minutes by Katie and the motion was seconded by Wendy; motion passed unanimously.

II. Unfinished Business

- The Senate performed a second reading of the proposed Constitution
 - A motion to read silently was offered by Sally Badoud and seconded by Erica Mossholder.
 - Scott Royce reviewed changes made during the last meeting. None of these changes altered the substance of the document.
 - Kevin Bennett noted additional formatting changes.
 - Scott Royce motioned to vote to approve the new Constitution, Kevin seconded. The motion passed unanimously.
 - Thank you Bylaws Committee!

- Proposal for Tuition Assistance
 - Dana Warner motioned to approve as is, with a second from Greer.
 - The motion passed unanimously.

III. Division Reports

A. Academic Affairs – Wendy Worlund

- **Effective Tuesday, December 17, 2013:** Banner ID's and Banner PIN's will cease to be used for accessing Self Service Banner (SSB).
- We recently announced an initiative to standardize the login credentials to campus systems. Please note that we will make a change that affects how you use SSB:
 - If you access SSB by visiting register.uah.edu instead of through [Chargernet](#), please note that you will be prompted for your [Charger ID](#) and Charger password instead of your A-number/Banner ID.
 - When you verify web time entry, performance evaluations, etc. and are prompted for your password, you should enter your Charger password instead of your Banner PIN.
- Note: You can log into Self Service Banner through [Chargernet](#) (which requires [Charger credentials](#)).
- **It is important to use a secure password; not the default password.**
 - Please remember the importance of customizing your Charger password. A secure password is the key to safeguarding the data that has been entrusted to your care. Please take a moment to review some tips at <http://www.google.com/goodtoknow/online-safety/passwords/> and find more information about changing your Charger password [here](#).
- Also OIT will turn on Google+ and encourage collaboration for students, staff, and faculty. Youtube will also be turned on for Faculty and Staff only.
- Finally, INB (Native Banner) logins/passwords will **not** change.

B. Advancement – Katie Thurston/Sally Badoud

- UAH is interviewing for an Assistant Alumni Director.
- Phone-a-thon is still going and looking forward to having totals to report.
- Sally Badoud is the Interim Director of Admissions.

C. Facilities and Operations –Marcia Pendleton/Jorgy Ulmor

- Charger Union looks great and is scheduled to open on time in January.
- Contractors will be working over the UAH holiday break. Building coordinators will be contacted to verify contractor presence in buildings and on campus.

D. Finance and Administration – Jeremy Holden/Lisa Rivers

- No report.

E. Research – Susan Phelan/Gregory Reed

- No report.

F. Student Affairs – Nicke Keimer/Jaime Superczynski

- No report.

IV. Committee Updates

- A. Bylaws Committee – Scott Royce , Chair
 - No report, but working on the new set of Bylaws to accompany the recently passed Constitution.
- B. Government Relations Committee – Jim Fisher, Chair
 - No report.
- C. Communications Committee – Sherri Restauri, Chair
 - No report.
- D. Employee Benefits & Development Committee – Lisa Rivers, Chair
 - No report.
- E. Policies and Procedures Committee – Dana Warner, Chair
 - Submitted the Tuition Assistance Proposal that passed today.
- F. Safety Committee – Kevin Bennett, Chair
 - No report.
- G. Executive Committee – Holly Arnold
 - Met to compile a list of questions to ask each Provost candidate that is interviewing this week and next.

V. Announcements

- Jim Fisher’s wife’s ranch dip was a hit. Thank you to everyone who brought snacks!
- Please send Division Reports, as well as Committee Reports, in advance of each meeting to Erica (eam0017@uah.edu).

VI. A motion was made to adjourn by Sally Badoud and seconded by Katie Thurston. The vote passed unanimously. Meeting adjourned by Holly Arnold at 11:46 a.m.

Respectfully submitted,

Erica Mossholder, Secretary, Staff Senate