UAHuntsville Staff Senate
Meeting Minutes
17 October 2012 11:00 am
VBRH-50, UAHuntsville Campus

I. Call to Order – Meeting called to order by Scott Royce at 11:00 a.m.

Attendance

| X | Holly Arnold (Academic Affairs) - VP | Rachel Osby (Past President) |
| X | Randy Barbour (At Large) | Marcia Pendleton (Facilities) |
| X | Sally Badoud (Advancement) | Liz Redding (At Large) |
|   | Kevin Bennett (At Large) | X Lisa Rivers (Finance & Admin) |
|   | Eric Dossey (Academic Affairs) | X Scott Royce (At Large) - President |
|   | Greer Eleazer (At Large) | X Jackie Siniard (At Large) |
|   | Kathy Gentry (At Large) | X Jamie Superczynski (Student Affairs) |
|   | Debby Griffith (Research) | Barbie Sumner (Research) - Secretary |
| X | Margaret Hall (At Large) - Treasurer | X Pam Tejes (At Large) |
| X | Daniel Horton (At Large) | X Katie Thurston (Advancement) |
|   | Nicke Keimer (Student Affairs) | X Jorgy Umlor (Facilities) |
|   | Penelope Lang (At Large) | Daniel Wyers (At Large) |
| X | Vonda Maclin (Finance & Admin) |

Quorum present? Yes

Others present: Ray Pinner, Delois Smith, Taralyn Caudle

Proxy: Pam Tejes for Greer Eleazer, Eric Dossey and Penny Lang; Sally Badoud for Liz Redding; Daniel Horton for Daniel Wyers; Randy Barbour for Debby Griffith; Margaret Hall for Nicke Keimer.

General Announcements
- Barbie Sumner has taken another position outside of the university, so her Staff Senate position is open.

Unfinished Business
- Jamie Superczynski and Scott Royce met with Chief Snellgrove to continue discussions about parking. They are working on a proposal with Faculty Senate and SGA. Scott encourages us to spread the word about visitor parking. Contact Lieutenant Brady if your department will be having visitors and needs temporary tags.
- Human Resources has decided to email a temporary parking tag to all new employees to use when they come to orientation.
- The December Staff Senate meeting has been moved from December 19th to December 5th. A motion was made to approve by Jamie Superczynski and seconded by Daniel Horton; motion passed unanimously.
• Scott has reached out to Susan Phelan to fill the vacant Research senator position and to Sherri Carson to fill the vacant At Large position.

Approval of Minutes
The minutes of the September 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 Lisa Rivers and seconded by Jamie Superczynski; motion passed unanimously.

Guest Speaker
Delois Smith, Vice President for Diversity and co-founder of the Student, Staff & Faculty Emergency Fund (SSAFE), and Programs Coordinator, Taralyn Caudle, presented to the group. Please see attached presentation to learn more about SSAFE and how to donate.

II. Division Reports

A. Academic Affairs – Holly Arnold
• Registration for summer & fall classes begins November 6th, 2012. Encourage students to meet with their advisors and start planning for next semester.

B. Advancement- Katie Thurston, Sally Badoud
• The new Vice President for University Advancement, Robert Lyon, has started. The Assistant VP job has been posted.

C. Facilities and Operations – Jorgy Umlor / Marcia Pendleton/ Kevin Bennett
• The Charger Park ribbon cutting event was this past weekend along with a softball game that UAHuntsville won.
• The new student center will be called Charger Union.
• Their office has hired a new technician for electrical/lighting.

D. Finance and Administration- Vonda Maclin
• Open enrollment for insurance will be occurring this month.

E. Research – Randy Barbour
• Students who traveled to Naples, Italy for the International Astronautical Congress (IAC) are back.
• Von Braun Symposium is this week.

F. Student Affairs – Jamie Superczynski/ Margaret Hall
• In honor of Student Affairs month, students will have a chance to job shadow in various offices Oct. 22nd-26th. If you would like more information or to participate, email Rosemary Robinson at robinsr@uah.edu.
• Events in the UC lobby:
  o Oct. 17th-19th, Graduate Student event
  o Oct. 31st, Trick or Treating
• The My UAH Video contest began Oct. 15th and all videos must be submitted by Oct. 29th. Students make a short video about what they love about UAHuntsville. If students need a video camera, they can check one out in the Dean of Student’s office, UC 114.
• SGA’s Trunk or Treat is Oct. 26th at the top level of the parking deck from 4-6pm.
• Family Weekend is November 2nd- 4th. For more information, visit http://www.uah.edu/student-life/special-events/family-weekend/welcome
• To learn more about Service Opportunities for students, visit the Student Life website: http://www.uah.edu/student-life/service-opportunities

III. Committee Reports

A. Bylaws – Eric Dossey (chair)
   • No report.

B. Government Relations- Jaime Supczynski (chair)
   • No report.

C. Safety- Marcia Pendleton (chair).
   • No report.

D. Policy and Procedures Committee- Jaime Supczynski (chair)
   • No report.

E. Communications- Daniel Horton (chair)
   • No report.

F. Employee Benefits-Vonda Maclin
   • No report.

G. Executive- Scott Royce
   • No report.

IV. New Business

• The Secretary position is vacant now that Barbie Sumner has left. A motion was made for Pam Tejes to fill the position by Jaime Supczynski and seconded by Daniel Horton; motion passed unanimously

V. Announcements

• Pam Tejes announced that October is National Cyber Security Awareness Month. There is a Mobile Device Security workshop this Thursday at 1pm in the Library, room 111. For more information, visit http://www.uah.edu/its/services/cyber-security/campaigns/2012-campaign
• Ray Pinner reported that there is a Board meeting coming up to talk about the new student center and the expansion of the Nursing building.
• At the Huntsville City School Board meeting tomorrow, they will discuss selling University Place to UAHuntsville.
VI. A motion was made to adjourn by Jamie Superczynski and seconded by Daniel Horton. Meeting adjourned by Scott Royce at 12:02 p.m.

Our next meeting is November 14th, 2012.

Respectfully submitted,

Holly Arnold, Vice President
Staff Senate