

UAH Staff Senate

Meeting Minutes

October 21, 2015 11:00 am
VBRH-50, UAH Campus

I. **Call to Order** – Meeting called to order by Dana Parcher Warner at 11:01 a.m.

Attendance

x	Dana Parcher Warner (At Large) - Pres.	x	Laura Mann (At Large)
	Midori Maloney (Academic Affairs)-VP	x	Randy Marshall (At Large)
x	Beth Wilson (Academic Affairs) - Sec.		Ashley Miller (At Large)
x	Laura Vereen (Finance & Admin)-Treas.	x	Antonia Pitts (Research)
x	Andrea Thompson (Advancement) - Staff Relations	x	Anita Rathz (At Large)
x	T.J. Brecciaroli (Stud. Affairs)	x	Liz Redding (At Large)
	Kenya Cole (Research)	x	Scott Royce (Stud. Affairs)-Past Pres.
x	Dave Cook (At Large)	x	Elizabeth Russell Johnson (At Large)
x	David Ford (Facilities)		William Sinclair (At Large)
x	Kathy Gentry (At Large)	x	Jim Steele (Advancement)
	Nikki Goode (At Large)	x	Shelly Walker (Facilities)
x	Vonda Maclin (Finance & Admin)	x	Brittany Willis (At Large)
		x	Vicki Woods (At Large)

Quorum present? Yes

Others present: Laurel Long, Human Resources

Proxy: Beth Wilson for Midori Maloney, Brittany Willis for Ashley Miller, Scott Royce for Nikkie Goode, Randy Marshall for Will Sinclair, Antonia Pitts for Kenya Cole

Approval of Minutes

The Minutes of the September meeting were e-mailed to all Staff Senate members

prior to the meeting and were posted on the Senate website; senators reviewed them prior to the meeting. A motion was made to approve by Scott Royce and seconded by Liz Russell Johnson; motion passed unanimously.

II. Unfinished Business

III. Division Reports

A. Academic Affairs – Midori Maloney/Beth Wilson

- Caron St. John has resigned as the College of Business Dean and Dr. Robert Scherer will serve as the new interim Dean starting Oct. 26.
- The graduate school will be hosting an Open House on October 29 from 4-6 in the CTC. It's open to the public.
- Dr. William Wilkerson has been named the new chair of the Institutional Review Board. The IRB reviews all research on campus that involves human subjects.
- Spring 2016 class registration is open
- Project Success Update: 420 referrals as of 10/7 compared to only 138 last Fall total
- International Education week is Nov 16-20. Harvest Dinner on the 16th. Guest speaker is an astronaut on campus.
- Research Horizons Day on April 12 on day of Honors Convocation. 2 faculty Research Mentors of the Year. Research week activities going on during that week. Faculty are nominated through Deans and research directors - sent to Ray Vaughan.
- RCEU proposals for faculty deadline extended until October 30. Student applications will open on Nov. 2 and run through Nov. 28.

B. Advancement – Jim Steele/Andrea Thompson

- Still making progress on the UAH sign on Sparkman Drive

C. Facilities and Operations –Shelly Walker/David Ford

- 1) Service drives are being installed at Roberts Hall and Library
- 2) Charger Park 2 - Pedestrian and Vehicle access project are to be started soon.
- 3) Student Services Building - Completion date is @ Feb. 15th
- 4) CTC will be renovated next year for Professional Continuing Studies - moving from Wilson Hall
- 5) University Place school will be taken over next June and some work will be done before moving the Rise school and daycare into that building.

D. Finance and Administration – Laura Vereen/Vonda Maclin

- FY15 has been closed and the budget carry forward process will run on 10/21/15.
- Open enrollment (insurance) starts today and will end Nov. 13. Can be done online through HR Connect.

E. Research – Antonia Pitts/Kenya Cole

- No report.

F. Student Affairs – T. J. Brecciaroli/Scott Royce

- Homecoming week going on - parade happening tomorrow at 4:30 - groups/organizations built floats. Staff standing between CV and credit union. Starting at Spragins, going past Franz and comes up by credit union.
- Midnight Madness is Friday, Oct. 23 - Homecoming King/Queen announced-- starts around 10pm - dunk contest with basketball team
- Hockey game this weekend - throwback to 1996 championship team
- Vickie Woods singing anthem at hockey game
- Charger Stomp is on Oct 21 on slab
- Nov 9-13 SGA Its On US week of action - educates on sexual assault
- Nov 11 - Student Veteran Org will hold week of activities for Veterans DAY week. Will participate in Hville parade this year. Luncheon for veterans on campus on Vet day
- MARS group - against sexual assault. Will talk to fraternities
- SGA did launch for Its on Us - launched on weather balloon - White House recognition

IV. Committee Updates

A. Bylaws Committee – **Scott Royce, Chair**

- We discussed reviewing the Committee Information within the Bylaws
 - o Are they acting in accordance with the Bylaws?
 - o Is there anything they would like to add?
 - o Is there anything they would like to remove?
 - o Based on information gathered, we would potentially motion to change/update the Bylaws.
- We discussed an overview of the Spring and our responsibility for the election
- We discussed our next meeting dates and location: CGV 118.
 - o Oct. 27
 - o Dec. 8
 - o Will work on OURS Request and timeline for election process
 - o We would like for everyone to be present for this meeting
 - o Date can change to accommodate

Request for Bylaws to work with Sally on Staff Senate elections and campaigning during the spring

B. Government Relations Committee – **David Ford, Chair**

- Dave Cook and David Ford met with Ray Garner to discuss any Governmental relations topic's for the Staff Senate. Here are some of the highlights:

- The Alabama 2016 budget has just been passed and the lawmakers took \$80 millions dollars from the Education fund and put in the General fund.
- Some of our lawmakers want to combine the education and general funds which he doesn't think is a good thing.
- Our defined benefit retirement is being looked at by lawmakers but no future changes for now.
- At this point, there is no action we need to take, but we do need to stay aware of any proposals or bills that would affect the education budget or our retirement.
- Written letters are the best and most effective means of communication with our lawmakers

C. Communications Committee – **Andrea Thompson, Chair**

- Did not meet.
- Wendy Worlund collected the names of all the current contacts across campus for the digital signage systems. That information has been added to the Channels of Communication document. The Channels of Communication document has also been the basis for an interactive listing on the Office of Marketing & Communications site which can be found here: <https://www.uah.edu/omc/promotion>

D. Employee Benefits & Development Committee – **Midori Maloney, Chair**

- Went through bylaws to send to bylaw committees
- holiday survey going out in next day or so. Facilities will get hard copies
- Staff Scholarship Fund - reviewed feasibility and implementation plan and how to evaluate each app - will use weighted criteria to select
- Paid parental leave - met with Laurel Long for paid parental leave instead of using sick leave. UAB has recently implemented. More research to be done and proposal drafted.

E. Policies and Procedures Committee – **Beth Wilson, Chair**

- Liz Russell-Johnson met with John Cates in the Office of Counsel and Delois Smith. We still have more questions on the process so we are inviting Delois Smith or Brandi Roberts to the next P&P meeting to discuss.
- Non-smoking policy has been proposed by the President.

F. Safety Committee – **William Sinclair, Chair**

- New signs by crosswalk by the CGU. Sign says proceed when clear.
- Speed bump for those who fly by on bicycle (CGU crosswalk)
- Still working on other crosswalk and additional exit at fitness center
- SGA looking at crosswalk b/t food court and Greek row - just passed a resolution.

- G. Executive Committee – **Dana Parcher Warner, President**
- Discussed updates from various Staff Senate committees
 - Discussed President's non-smoking campus policy

V. New Business

Non-Smoking Policy - A motion was made to discuss the policy by Scott Royce and Liz Russell-Johnson seconded the motion.

- President has put out proposal on smoking policy on campus - we've received a lot of feedback from campus. Most feedback is good or neutral.
- Dana Warner sent Staff Senate questions to President Altenkirch and answers were sent out to senator.
- Parked cars have been added to proposal (no smoking in parked cars)
- Does not ban smoking paraphenalia
- Concern is still how will this be enforced for students and those outside the UAH community.
- President asked for straw poll - Motion to vote made by Scott Royce and seconded by Liz Russell-Johnson.
 - In favor of non-smoking policy - 17
 - Against non-smoking policy - 4
 - Abstained from voting - 1

VI. Announcements

- Guest speaker next month is Delois Smith talking about SSAFE - Student Staff/Faculty Emergency Fund
- Non-exempt employees not matched retirement - new policies may affect. Benefits committee could work on.

VII. A motion was made to adjourn by Jim Steele and seconded by T.J. Brecciaroli. Meeting adjourned by Dana Parcher Warner at 11:43 a.m.

Respectfully submitted,

Beth Wilson, Secretary

Staff Senate

2015-2016