



THE UNIVERSITY OF
ALABAMA IN HUNTSVILLE

Agenda

- Smoking Policy
- ID Badges
- Four-day Workweek in Summer

- Smoking Policy
 - Prohibits electronic cigarettes in buildings
 - Smoke/tobacco free campus? (UA, A&M, Auburn, UAB?)
- ID Badges
 - Proposed by Staff Senate; strongly encouraged to wear
 - Committee selected

The University of Alabama in Huntsville Potential Summer Flex Schedule

Staff Senate passed a resolution, 21 Yes, 2 No, in support of a four-day work week in the summer.

HR drafted a possible four-day flex schedule for summer months:

- University closed on Friday for normal business operations
- Certain departments would/would need to work a 5-day, 40-hour workweek

Work Schedule:

- Overtime based on 40 hours per workweek
- 4 ten-hour days, including lunch (37 work hours)
- Core hours when all employees must be present, e.g., 9:00 am to 4:00 pm
- Work day 7:15 am to 5:15 pm (current work day 8:15 am to 5:00 pm)
- Individual employee start and stop times could vary
- If lab/office must be open can be arranged through Facilities Operations
- May 29 thru July 31 (10 weeks)

Leave and Holidays:

- Vacation, sick, and personal leave based on a 10-hour day
- Change observance of July 4, 2015 (Saturday) to July 2 (Thursday) rather than July 3 (Friday)