

**Staff Senate Minutes
August 18, 2004**

Attendees	<input type="checkbox"/> Michael Albino <input checked="" type="checkbox"/> Keshia Askew <input checked="" type="checkbox"/> Paulette Bell <input type="checkbox"/> Mary Jane Blackwell <input checked="" type="checkbox"/> Peggy Bower <input checked="" type="checkbox"/> Scarlet Brooks <input checked="" type="checkbox"/> Matthew Campbell <input checked="" type="checkbox"/> Cathi Curtis <input checked="" type="checkbox"/> Holly Denenny <input checked="" type="checkbox"/> Mattie Draper <input checked="" type="checkbox"/> Marcie Eppling <input type="checkbox"/> Vicki Fowlkes <input type="checkbox"/> Diane Gibbs	<input type="checkbox"/> Kristi Greier <input type="checkbox"/> Rhonda Griner <input type="checkbox"/> Anne Harper <input checked="" type="checkbox"/> Candy Horch <input type="checkbox"/> Diane Jackson <input checked="" type="checkbox"/> Ann Lee <input type="checkbox"/> Crystal Lee <input checked="" type="checkbox"/> Mike Logan <input checked="" type="checkbox"/> Phyllis Hollins for Ray Pinner <input type="checkbox"/> Marilyn Ratliff <input checked="" type="checkbox"/> Linda Stanley <input type="checkbox"/> Jan Williamson
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Proxies:

Cathi Curtis for Anne Harper
 Paulette Bell for Diane Jackson and Rhonda Griner
 Marcie Eppling for Jan Williamson
 Peggy Bower for Mary Jane Blackwell and Crystal Lee

The meeting was called to order by Peggy Bower at 11:02 a.m.

Minutes of last meeting:

A motion to approve the minutes of the July 21, 2004, meeting was made by Holly Denenny and seconded by Keshia Askew.

Old Business: None

Committee Reports:

By-laws	None
Communications	Several are working on the Staff Senate web page to bring it up to date and make it attractive.
Election	None
Employee Benefits	<p>Marcie Eppling, Chair, reported that her committee met on August 1. The following issues were addressed:</p> <p>(1) Leave Banking Policy—still working on. Talking with other schools who have five account type employees and also have leave banking to see how they deal with federal compliance issues.</p> <p>(2) Possibility of cooperating with the other two schools in the Alabama system (U. of AL and UAB) with regard to reciprocal</p>

	<p>tuition assistance for staff and dependents, and possibility of system-wide health, dental and vision insurance, resulting in lower rates.</p> <p>(3) Need to inform staff of the importance of keeping personal copies of all timesheets in case the Payroll Office for some reason has a gap in one or more pay periods, as was the case in a recent audit. Phyllis Hollins explained that the problem with the exit interview with a recent retiree was an exception, and that the Benefits Office would welcome calls from staff with questions regarding these issues.</p> <p>(4) Looking into the possibility of an extra personal day each year. Paulette Bell suggested that each committee keep a notebook of the year's work to be passed on to next year's committee. This practice would help the new group know what has been considered and acted upon in the past.</p>
Employee Development	None
Government Relations	Mike Logan reminded everyone to get out and vote in the city elections next Tuesday, August 24.
Policies and Procedures	Crystal Lee reported through Peggy that she has been in contact with Human Resources for help in identifying staff procedural and communication issues that need to be addressed.

New Business:

Peggy distributed 2006-07 calendars and explained that the way our normal paid holidays fall in that fiscal year will result in 13 rather than 14 days off. Therefore, staff input is solicited for where to put the extra holiday. The following suggestions were made:

- The Wednesday before Thanksgiving (Phyllis Hollins indicated that she isn't aware of any other colleges that take this day, so it may be a hard sell.)
- A day off during Spring Break
- An extra day during Winter Break

Senators were urged to go back and poll their respective staffs, then email or call Peggy with their preferences.

Announcements:

- Peggy urged everyone to attend the annual Fall Convocation next Friday, August 27, at 2:00 pm in Chan Auditorium. President Franz will give the "State of the University" address, and a reception will follow.
- Holly Denenny announced that Doug Saunders from Seattle, Washington, will be the new Director of the University Center as of August 30.
- Phyllis expressed appreciation for help with salary letters.

Mike Logan moved that the meeting adjourn. Meeting was adjourned at 11:35 a.m.

Next meeting: September 15 in UC 127 at 11:00 a.m.