

Staff Senate – March 24, 2010
SKH 301

Present: Dona Baker, Veronica Belser, Jamie Clay, Kim Fuller, Marty Green Anthony Holden, David Kyle, Vonda Maclin, Dexter Satcher, Ravi Seth, Jackie Siniard, Libby Stanfield, Debbie Stowers, Lisa Strickland, Mary Beth Walker (ex-officio)

Proxies: Vonda Maclin for Angelia Heulett and Erin Reed, Jamie Clay for Michael Carter, Anthony Holden for Dexter Satcher

Absent: Jan Perkins

The meeting was called to order at 11:05 by President Jackie Siniard.

Note: Meeting was moved one week due to spring break.

Proxies were announced.

The minutes from the February meeting were approved.

Guests:

Dr. Williams attended the start of the staff senate meeting and issued a thank you to the staff senate, and reiterated that he has an open door for staff ideas and concerns. He solicited input about the staff town hall meeting. Consensus was that it was appreciated and that we needed to have more of them. Paraphrasing Dr. Williams' remarks - The administration does not want to appear uninterested in staff activities. Please keep the communication open to us. Please involve the administration as the need arises. We want your ideas.

Executive Committee Update:

The Expanded Executive Council meeting for February was canceled. There is a meeting scheduled this afternoon. Will give update at the next meeting.

A joint meeting with the Faculty Senate is still being planned. Anthony and Jackie are working with Dr. Letha Etzkorn, the Faculty Senate President.

Committee Reports:

Bylaws Committee:

Nothing new to report. Bylaw changes up for a vote today.

Communications: Marty Green stated that the Staff Senate website is in the process of being updated. Samples of the screens were presented. A current staff senate members' list was provided so it could be updated. As an action item, the communications committee will look into setting up teleconferencing availability for staff senate meetings in the future.

Election: No update. Jan Perkins has not been at the last two meetings. Dona is to follow-up with Jan. Elections committee needs to meet.

Benefits: No report.

Employee Development: Lisa Strickland mentioned that Professional Development was offering a class called "Understanding Human Relationships at Work". The class is deeply discounted for UAHuntsville employees. The committee plans to meet soon.

Governmental Relations: Veronica Belser is joining this committee. PACT legislative fix – we need to call our legislators about the potential for large tuition hikes for those not in the PACT program to cover the expenses of those in the PACT program. Committee is getting a list together for all the reps and their contact information.

Policies and Procedures: No report

Staff Picnic:

Picnic committee needs help. Picnic needs to be coordinated with April Harris. Susan in Benefits is to help with door prizes. Kim is getting an Ipod shuffle and speakers for the picnic (no band this year). If using UC sound system, it sounds better with an AV jack. Due to commencement the date for the picnic is tentatively scheduled for May 6th. Mary Beth Walker said the Office of the President will write a check for the event; keep the cost at or below last year's picnic. Some discussion of who should be used for the catering (Smokies, Lawler's, UC-Sodexo). No decision made; referred back to committee. Need to go through UC food service to invoice. As we are charged on a per plate basis, coupons to the event need to be sent to staff members. Event to be held in the UC exhibit hall. Need to verify availability and reserve. Need volunteers for setup and tear down. Sign up at the next meeting. Need to get door prizes for the event. More discussion about plates, paying per plate, and logistics of tickets. All items referred back to the committee.

Old Business:

S.B.09-10.01 called for Establishing an Attendance Policy for Staff Senate. Currently there is no attendance policy in the bylaws. The bill defines an “**excused** absence as an absence in which a Staff Senator designates and sends a proxy to the Staff Senate meeting.” The bill defines an “**unexcused** absence as an absence in which a Senator fails to designate and send a proxy to the Staff Senate meeting.” The statement “No Staff Senator shall incur more than three (3) unexcused absences in a given calendar year” was added. The Senate felt that three absences was an appropriate number. Motion to pass S.B.09-10.01 as written made by Kim Fuller, and seconded by Debbie Stowers. The bill was unanimously accepted.

S.B.09-10.02 called for Clarifying and Resignation and Replacement of Staff Senators. The current bylaws allows different methods for filling vacancies based on the type of vacancy, and a uniform method for finding replacements is desired. Currently a **Divisional vacancy**, with six months or more remaining of the unexpired term, shall be replaced by an unsuccessful candidate from the most recent election based on the votes received. In the absence of such a person the division shall be required to conduct a special election to replace the representative to serve the remainder of the unexpired term. An **At-Large vacancy**, with six months or more remaining of the unexpired term, shall be replaced by an unsuccessful candidate from the most recent election based on the votes received. In the absence of such a person the Executive Committee shall appoint a replacement to serve until the next general election.

The proposed bill would read that for either a Divisional or an At-Large vacancy a representative shall be replaced by an unsuccessful candidate from the most recent election based on the votes received. In the absence of such a person the division shall be required to conduct a special election to replace the representative to serve the remainder of the unexpired term.

After discussion, the bill was tabled indefinitely. Bylaws committee to come back with a new bill that removes the special election provisions altogether and allows the Staff Senate President to nominate and Staff Senate to confirm appointees to fill vacancies due to the logistical issues of special elections.

S.B.09-10.03 called for Clarifying Who May Serve as a Proxy in Staff Senate. The current bylaws state that an elected representative of the Staff Senate who cannot attend a meeting of the Staff Senate may designate a proxy, with voting privileges, to attend the meeting. However, there are no stipulations as to who the proxy may be. The proposed bylaw would change the wording *may* designate to *shall* designate and add the sentence, “A proxy must be a voting member in the current Staff Senate.” Motion to pass S.B.09-10.03 as written made by Debbie Stowers and seconded by Kim Fuller. The bill was unanimously accepted.

New Business:

Feedback from Staff Meeting - it was appreciated and that we needed to have more of them. Consensus is that they President's emails and the flow of information out to the staff has improved, particularly the spreading of good news.

Staff Senate Historian – There are three totes of old staff senate files that need to be gone through summarized, and archived. Due to everyone's schedules, this has been deferred to a summer project.

Emergency consultants will be on campus on Friday to gather information about the current emergency response system. They will use gathered information to help the university develop a strategy for the future. This is the same firm that helped Georgia Tech, Staff Senate will meet with them at 10:30am Friday for 30-minutes. Anyone wanting an individual meeting can contact Doris Ruddle.

Earth Week Committee – Anthony and Dona gave an overview of the preliminary planning for Earth Week at UAHuntsville.

Monday, April 19 – Kickoff Event 11am

Tuesday, April 20 – Recycling

Wednesday, April 21 – Energy

Thursday, April 22 – Water Conservation

Friday, April 23 – Climate Change

Saturday, April 24 – Nature Walk

If staff senate members are interested in participating with planning or helping with the events, please email either Anthony or Dona now.

Jamie Clay is drafting a letter of support from staff senate that senators can sign. Draft will be sent out prior to the next meeting. Please send Jamie your feedback before the next meeting.

Bylaws committee to draft a bill to rename the Staff Senate Bylaws the Staff Senate Constitution and to include a set of easily amendable internal bylaws to regulate the conduct of the Staff Senate.

Announcement:

The JMI Finale is April 7th, outside of the University Fitness Center.

May 7th is National Physical Education Staff week. Walks, volleyball, and other activities are planned.

Motion to adjourn made by Anthony Holden and seconded by Jackie Siniard. Meeting adjourned at 12:15pm.