

## UAHuntsville Staff Senate

### Meeting Minutes

14 November 2012 11:00 am  
VBRH-50, UAHuntsville Campus

#### I. Call to Order – Meeting called to order by Scott Royce at 11:09 a.m.

##### Attendance

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

Quorum present? Yes

Others present: Ray Pinner  
Dave Cook, Research

Proxy: Pam Tejes is the proxy for Penny Lang.  
Liz Redding is the proxy for Sally Badoud.  
Marcia Pendleton is the proxy for Jorgy Umlor.  
Randy Barbour is the proxy for Debby Griffith.

#### Approval of Minutes

The Minutes of the October 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 Holly Arnold and seconded by Lisa Rivers; motion passed unanimously.

#### II. Unfinished Business

- Joel Lonergan is scheduled to attend the December meeting.
- The December meeting, traditionally a holiday party, will held in UC game room on December 5<sup>th</sup> at 11 a.m. It was decided that Pizza will be served. There will also be a “Dirty Santa” game – bring a gender-neutral gift (\$5-10) if you would like to participate.
- Parking: Pam Tejes mentioned she successfully worked with Chief to resolve several recent parking issues. Scott Royce and Jaime Superczynski are working towards making

improvements in conjunction with Anthony Holden, past Faculty Senate president and Chief.

### **III. Division Reports**

#### **A. Academic Affairs – Holly Arnold**

- Registration is open to all students at this time.
- December 5 will be a tutoring blitz (study day) – all day walk-in tutoring in SSC (Madison Hall).
- Holly Arnold will invite the new SSC Director to a future meeting (next year).

#### **B. Advancement – Katie Thurston**

- Open search for Assistant VP of Advancement; hope to have someone in place soon.
- The Alumni Association will have a tree at the tinsel trail downtown –stop by and see the beautiful decorations!
- There is an Alumni networking social on November 29<sup>th</sup> at the Blue Pants Brewery.

#### **C. Facilities and Operations – Jorgy Umlor**

- No report

#### **D. Finance and Administration – Lisa Rivers**

- Open enrollment for insurance through November 21<sup>st</sup>; you do not need to submit if you are not making changes except in the case of flex account options (re-enroll via Self-Service Banner).

#### **E. Research – Randy Barbour**

- Open search for VP, Research.
- Dave Cook: Friday, November 16<sup>th</sup> is a highlight review of the Panama Study Abroad program in SC-301 from 1-3 p.m. A good opportunity to talk with students and learn about their research. Spread the word.

#### **F. Student Affairs – Margaret Hall/Jaime Superczynski/Nicke Keimer**

- Interviewing for Coordinator of Disability Support Service and Director of International Engagement.
- Family weekend was November 2-4 – approximately 170 participants.
- Student Health Center will host an open house on November 28<sup>th</sup>. Stop by UC-203 between 3 and 5 p.m. for a tour of the renovated facilities.
- Spring week of Welcome is January 7-12. Information available on the website under Student Events. If your department would like to host an event or activity, complete the form: <http://www.uah.edu/student-life/special-events/week-of-welcome/submit-an-event>.
- Fraternity and Sorority training day on January 26<sup>th</sup> from 9 a.m. until noon. If your department would like to present in the spirit of outreach (15-30 minutes), let Jaime Superczynski know.
- Leadership applications for the ASPIRE program are being accepted and interviews are being conducted.
- If you are interested in advertising in Charger Times, there is a form online you can complete: <http://chargetimes.org/advertising>.

#### **IV. Committee Updates**

A. Bylaws Committee- Eric Dossey, Chair

- No report

B. Government Relations Committee- Jaime Superczynski, Chair

- No report

C. Communications Committee- Daniel Horton, Chair

- Committee discussed parking but determined no further action on behalf of committee.
- Committee would like to investigate ways to “get word out” when we have presentations at Staff Senate so that other people that may be interested could attend.

D. Employee Benefits & Development Committee – Vonda Maclin, Chair

- No report
- Scott Royce indicated a suggestion had been made for the committee to consider a sick bank whereby staff could donate sick time hours to others in need.

E. Policies and Procedures Committee- Jaime Superczynski, Chair

- Committee is reviewing policy at other State-wide systems regarding tuition benefits as they apply across the system.
- Committee is investigating FMLA and maternity leave administration regarding if concurrent or consecutive timing.

F. Safety Committee- Marcia Pendleton, Chair

- No report

G. Executive Committee- Scott Royce

- No report

#### **V. New Business**

- Welcome and swearing in of new senators: Susan Phelan and Sherri Carson.
- There were no comments on the Policy on Promoting Objectivity in Research document that was distributed prior to the meeting. Scott Royce indicated that senators wishing to provide input or comment may contact him or the Senators that represent Research (Randy Barbour and Susan Phelan).

#### **VI. Announcements**

- Marcia Pendleton indicated that an announcement is expected to go out soon from Facilities and Operations regarding preparing for the holidays by powering down computers, etc. while the University is closed.

VII. A motion was made to adjourn by Holly Arnold and seconded by Greer Eleazer. Meeting adjourned by Scott Royce at 11:37 a.m.

Respectfully submitted,

Pam Tejes, Secretary  
Staff Senate