

## Staff Senate Meeting

January 19, 2016, 2:00 p.m.

Waters Hall Conference Room

Present: Kim Braden, Steve Clark, Mark Gale, Tina Hicks, Damon Lares, Shaun Lockett, Billy McClain, Chris Moss, Felicia Mucci, Molly Pepper, and Kim Bell (guest)

Minutes from the October 8<sup>th</sup> meeting were accepted and approved with no changes.

Mrs. Kim Bell was present at the Staff Senate meeting to discuss the evolving role of the Center for Lifelong Learning (CLL) and to solicit ideas for future training opportunities for Athens State University faculty and staff. She announced an upcoming event, a Women's Leadership Conference, to be held at Dynetics. By hosting an event in Huntsville, she hopes to gain more exposure for the CLL outside of the immediate Athens area.

### New Business:

1. Policies Concerning Staff – Tina Hicks expressed the opinion that Staff should have a role in reviewing and making policies that are related specifically to staff issues. An example is policy related to annual leave and how much leave can be carried forward. Many of the current policies reflect what was required while Athens State was part of the Alabama Community College System. Since Athens State University has become more autonomous, some policies may need to be revised. Steve Clark and Tina Hicks volunteered to do some research into what other institutions are doing regarding their leave policies, including bereavement leave. They will report back to the senators who may consider drafting proposed policy changes.
2. Valentine Carnation Sales – The Valentine carnation sales have been very successful since implemented, with proceeds going to support the Limestone Community Churches Involved (LCCI) food bank. Steve Clark will check with local florists this week to determine who has the best deal and to place a preorder. He will also check to see if roses might be added as an option this year. An email will be sent out next week to promote the fundraiser. Staff senators will collect the money for carnations and be available to pass out the carnations on February 11, the Thursday before Valentine's Day.
3. Staff Appreciation Luncheon – Wednesday, April 27, is Administrative Assistants Day. The annual staff appreciation luncheon will be held sometime during the week of April 25-29. The guest speaker for this year's luncheon will be Arvy Dupuy, who works for Scope 310 and is an Athens State alum. Steve Clark will check this week to find out which day Dr. Glenn will be available to attend the luncheon. In conjunction with the luncheon, the senators would like to order an inexpensive motivational gift for all staff in attendance. It was suggested that the item should coordinate with the guest speaker's motivational topic. Senators were asked to be looking for ideas to submit at the next meeting.

Announcements:

1. A discussion was held at the last Administrative Council meeting regarding the possibility of putting birthdays back in the HR newsletter. They were taken out because some felt that publishing a person's name and birthday (no year) could be a security issue.
2. College of Business will be hosting an ACBSP site visit February 14-17. SACS will be making a level-change site visit March 1-3.
3. Steve Clark commended the Athens State staff for their generosity in support of the DHR Christmas project.

Next meeting will be in approximately three weeks. Meeting adjourned at 3:00 p.m.

Minutes respectfully submitted by Molly Pepper.

*Molly Pepper*