

Staff Senate  
September 14, 2020  
Virtual Zoom Meeting

- I. Call meeting to order- President, Bliss Adkison called the meeting to order at 11:00 a.m.
- II. Roll Call and introduction of Proxies and Visitors-Members present and comprising a quorum were: Ms. Bliss Adkison, Ms. Lillian Akin, Ms. Laura Beasley, Ms. Melissa Bolton, Ms. Gigi Broadway, Ms. Heather Cole, Ms. Jami Flippo, Mr. Brian Ford, Ms. Lindsey Goode, Mr. Scott Heath, Ms. Joy Kelly, Ms. Susan Knight, Ms. Stacy Lee, Ms. Kimberly Oakley, Mr. Mickey Price, Mr. Ben Ray, Ms. Regina Sherrill, Mr. Mike Smith, Ms. Amy Thompson, Ms. Christy Waters, and Mr. Jeremy Woods. Proxy: Ms. Selena Denton (Ms. Melissa Williams). Additional Attendees: President Kitts, Dr. Kimberly Greenway, Ms. Monica Marthaler, Ms. Sheena Burgreen, Ms. Kayleigh Baker, Mr. Doug McClain, Ms. Elgie Garner, Ms. Glenda Richey, Ms. Heather Stancil, Ms. Hillary Coats, Ms. Hollan McCullar, Ms. Holly Underwood, Ms. LaShonda Davidson, Ms. Leah Johnson, Ms. Michelle Eubanks, Mr. Theron Brown, Mr. Ron Patterson, Mr. Nathan Willingham, and Mr. Volodymyr Chumachenko
- III. Approval of Minutes- President, Bliss Adkison called for approval of the minutes. Ms. Gigi Broadway made a motion to approve the minutes and Ms. Lauren Beasley seconded and the motion carried.
- IV. Approval of Agenda- President, Bliss Adkison called for approval of the agenda Ms. Melissa Bolton made a motion to approve the agenda for September 14, 2020. Mr. Brian Ford seconded and the motion carried.
- V. Special Guest
  - a. President Kitts—Provided updates for the fall semester including enrollment and outlooks for the upcoming spring semester.
  - b. Dr. Kimberly Greenway—Provided updates on the COVID-19 Taskforce including the website dashboard.
- VI. Staff Senate President's Report
  - a. Staff Annual Evaluations--Thanks to everyone for attending the trainings, notification emails did not go out as planned—trouble shooting, process will be completed by Nov. 20<sup>th</sup>. A PDF with step-by-step directions will be emailed and posted to website.

- VII. Committee Report
- a. Staff Merit Review Committee—Process has been completed and all merit recipients notified.

- VIII. Unfinished Business:
- a. Staff Constituent Group—Ms. Amy Thompson proposed and volunteered to construct a template to send out each month to constituent groups. This will help the information to be consistent from each Staff Senate member.

- IX. New Business
- a. Proposal—Sexual Misconduct Policy--Dr. Kimberly Greenway and Ms. Kayleigh Baker provided updates to Federal changes. The grievance process had the most changes and UNA is in line with peer institutions. Mr. Mike Smith made a motion to approve the policy. Mr. Jeremy Woods seconded and the motion carried.
  - b. Proposal—Policies for Proposals, Acceptance, and Use of Externally Funded Grants and Contracts and Policies for the Conduct of Research; Research Misconduct Policy, and Revised Patent Policy--Mr. Nathan Willingham provided updates on the consolidation of grants, revised language, updating of offices, and a more streamlined process. Ms. Jami Flippo made a motion to approve the policy. Ms. Kimberly Oakley seconded and the motion carried.
  - c. Proposal-- Employee Search Process Recommendations/Diversity, Equity, and Inclusion Statement--Mr. Ron Patterson reviewed the policy and asked for questions. Mr. Mike Smith made a motion to table the policy pending updated wording to include “staff” from Mr. Patterson. Ms. Stacy Lee seconded and the motion carried.
  - d. Technology Advisory Committee Nomination and Vote—Mr. Mitch Powell was approved.
  - e. Academic and Student Affairs Committee Nominations and Vote—Nominees: Ms. Laura Beasley, Ms. Amy Thompson, and Ms. Stacy Lee. Ms. Amy Thompson was approved.
  - f. Research Committee Nomination and Vote—Dr. Molly Mathis was approved

- X. Discussion-None

- XI. Announcements
- a. UNA Promising Alumni Nominations
  - b. Staff Annual Evaluations for 2019-2020 Academic Year are due October 15th.

- XII. Adjournment- Ms. Laura Beasley made a motion to adjourn. Ms. Amy Thompson seconded and the meeting was adjourned at 12:04 p.m.