**The Staff Senate Meeting Minutes**

**Monday, July 13, 2015**

**Raburn Conference Room**

**Minutes**

1. **Call to Order**

The regular meeting of the Staff Senate was called to order at 10:00 a.m. on July 13, 2015 by President Molly Vaughn in the Raburn Conference Room.

1. **Introduction of Proxies and Roll Call**

Members present were: Dr. Molly Vaughn (new President), Anita Holcombe, Melissa, Thornton, Russ Wilson, Jarrod Russell, Tyler Unsicker (new Vice President), Haley Brink, Darlene Crowden (proxy for Kelly Ford), Janet Jones, Susan Hughes, Paula Hailey, George Sherrill, Salena Denton, and Dr. Kevin Jacques (replacing Jimmy Waddell –appointed by student affairs).

**Absent:** Kelly Ford, Thomas Tidmore

1. **Approval of Minutes for the June 15th Meeting**

Mr. Tyler Unsicker made a motion to approve the minutes. Mr. Russ Wilson seconded. All present approved the minutes as presented.

1. **Approval of Agenda for July 13th Meeting**

Mr. Tyler Unsicker made a motion to approve the agenda. Ms. Paula Hailey seconded. All present approved the agenda as presented.

1. **Staff Senate President’s Report**

 (1) Introduction of new member, VP, and Secretary: Mr. Tyler Unsicker will serve as new Vice President and Dr. Kevin Jacques is replacing Mr. Jimmy Waddell – appointed by student affairs. Ms. Kelly Ford will serve as Secretary.

 (2) New staff positions on campus: Ms. Donna Tipps is leaving UNA to take a position at the University of South Alabama. UNA will be hiring a new Controller and Assistant Controller. There are also three new positions open in Student Financial Services. Dr. Calhoun is no longer over Enrollment Management. Dr. Vince Brewton will serve as interim for that area.

 (3) President’s investiture: Dr. Thornell stating that it was important for faculty and staff to be a part of the president’s investiture on August 28th. Please encourage staff in your areas the importance of attending this meeting.

 **VI. Unfinished Business**

(1)Staff Senate survey results distribution: Ms. Melissa Thornton is preparing an executive summary with coded comments. Ms. Melissa Thornton made a motion to allow the coded comments to the questions of the Staff Senate survey published on the website. Dr. Kevin Jacques seconded. All present approved.

 **VII. New Business**

(1) Nominations for SGEC positions: Dr. Molly Vaughn announced the need to nominate someone from the Office of Institutional Research, Planning, and Assessment to serve on the research committee as a voting member. Mr. Jarrod Russell nominated Mr. Nathan Pitts. Mr. Tyler Unsicker seconded. All present approved.

(2) Staff Senate outreach: Dr. Molly Vaughn suggested sending an email informing all areas of Staff Senate representatives. This would provide all staff with a representative to contact with questions or concerns.

(3) Review the by-laws: Ms. Melissa Thornton made a suggestion to review the Staff Senate by-laws to confirm we have proper representative in all areas. Dr. Molly Vaughn suggested forming a subcommittee to complete this task. The members of this subcommittee are Dr. Molly Vaughn, Ms. Melissa Thornton, Mr. Tyler Unsicker, and Dr. Kevin Jacques.

(4) Goals for the next year: Mid-point discussion- Dr. Molly Vaughn is hopeful that staff will receive requested funds needed to help move closer to the mid-point. If requested funds are received we will still be five years behind. This will be addressed next year. Promotions and hiring procedures – Dr. Molly Vaughn informed us that Ms. Catherine White has confirmed the staff handbook belongs to the Staff Senate for policy changes. Discussion included the issue of hiring externally with higher compensation.

 **VIII. Discussions**

Dr. Molly Vaughn suggested that the new Chief of Police address the Staff Senate in an upcoming meeting regarding issues and concerns.

 **IX. Announcements**

The next meeting will be in August 10, 2015 @ 10:00 in Raburn Conference Room.

**X. Adjournment**

Mr. Tyler Unsicker made a motion to adjourn. Ms. Susan Hughes seconded. All present approved.