

UNA Staff Senate  
December 11, 2023  
10:00 AM GUC 200

- I. Call to Order - President Brian Ford began the meeting at 10:00 am
- II. Roll Call (Senators, Proxies, & Visitors) Members present and comprising a quorum were: Ms. Debbie Williams, Ms. Amanda Willingham, Ms. Janet Jones, Ms. Erin Wittscheck, Ms. Joy Kelly, Mr. Jose V. Figueroa-Cifuentes, Dr. Kathleen Richards, Mr. Jeremy Woods, Mr. Brian Ford, Ms. Salena Denton, Ms. LaNita Crews, Ms. Kari-Kay Cassady, Ms. Marissa Gatlin, Ms. Hollon McCullar, Ms. Megan Simmons, Ms. Michelle Aycock, Mr. Jeremy Martin, and Ms. Anna Leigh Rossi. Ms. Taya Beth Sockwell was a proxy for Ms. Mary Harber. Mr. Mickey Price, Ms. Lindsey Goode, Ms. Jacinta Mastin, Ms. Sara Beth Humphres, and Mr. Jarrod Russell were absent with no proxies.
- III. Approval of Agenda - Ms. Kari-Kay Cassady made a motion to approve the agenda. Mr. Jeremy Woods seconded, and the motion was carried.
- IV. Approval of Minutes - Ms. Janet Jones made a motion to approve the minutes. Mr. Jeremy Woods seconded, and the motion carried.
- V. Staff Senate President's Report - President Brian Ford stated that the Provost Search Committee met for the first time on Thursday, December 7th. The plan is to review candidates and have on-campus interviews in Spring 2024. Generative AI Task Force - President Kitts appointed the task force and asked Mr. John McGee, Executive Director of ETS to serve as the Chair of the Task Force. John has shared some documentation with the task force in terms of starting points to investigate. Mr. Ford will share any documentation once it is finalized. The Task Force is set to have their first meeting in mid-late January. Mr. Ford also reminded Staff Senators about attending and encouraging constituents to attend the Cookies, Cocoa, and Coffee event and gave a special thanks to Michele Aycock and the Visibility subcommittee for their hard work in planning the event.
- VI. Committee Reports
  - a. Staff Attitude Survey - President Brian Ford said that there is no update at this time. The staff attitude survey will go out in late Spring.
  - b. Staff Merit - President Brian Ford said that so far, there is one staff member who has been approved this year.

- c. Staff Visibility - Ms. Michelle Aycock said thank you to those who have brought a door prize for the upcoming cookies, coffee & cocoa event on December 12<sup>th</sup>. Ms. Michele Aycock reported that she will be unable to attend the event; however, Mr. Jeremy Martin and the committee will be overseeing the event.
  - d. Distinguished Staff Employee of the Year - Vice President Jeremy Martin said there is no update at this time. Information will be sent out in January for this award.
  - e. Staff Affairs - Will provide an update after the committee convenes at the beginning of the new year.
- VII. Unfinished Business - None at this time.
- VIII. New Business – None at this time.
- IX. Announcement - Cookies, Cocoa, and Coffee December 12, 1-2 pm in the GUC Loft. If you have any additional door prizes, please contact Mr. Jeremy Martin.
- X. Adjournment - Ms. Michele Aycock made a motion to adjourn, and Mr. Jeremy Martin seconded. The meeting was adjourned at 10:30am.

