

Staff Senate
September 9, 2019
Performance Center

- I. Call meeting to order- President, Amy Thompson called the meeting to order at 10:01 a.m.
- II. Roll Call and introduction of Proxies-Members present and comprising a quorum were: Ms. Bliss Adkison, Ms. Lillian Akin, Ms. Laura Beasley, Ms. Melissa Bolton, Ms. Gigi Broadway, Mr. Mitch Coffman, Ms. Heather Cole, Ms. Salena Denton, Ms. Ginger Gatlin, Ms. Lindsey Goode, Dr. Kevin Jacques, Ms. Joy Kelly, Mr. Carrol Konig, Ms. Kimberly Oakley, Mr. Mickey Price, Mr. Ben Ray, Ms. Tiffany Simmons, Mr. Michael Smith, Ms. Amy Thompson, Ms. Christy Waters, and Mr. Jeremy Woods and Mr. Bishop Alexander. Ms. Olivia Bradford was proxy for Ms. Regina Sherrill.
- III. Approval of Minutes- Ms. Lillian Akin made a motion to approve the minutes and Ms. Melissa Bolton seconded and the motion carried.
- IV. Approval of Agenda- President, Amy Thompson called for amendment to the agenda. She proposed the addition of two sections to the Staff Senate President's Report. Sections "c. Evaluations" and "d. Budget". Mr. Kevin Jacques made a motion to approve the amended agenda for September 9, 2019. Ms. Melissa Bolton seconded and the motion carried.
- V. Staff Senate President's Report
 - a. 2019 Shared Governance Food Service Committee Staff Vacancies- Mr. Jeremy Woods and Mr. Jason Jackson have filled the vacancies.
 - b. Resignation and New Member- Ms. Tiffany Simmons (academic affairs) resigned. Ms. Susan Knight accepted the position as the next in line after elections.
 - c. Staff Evaluation Clarification- Supervisors can ask employees to quantify their self-ratings, but they are not allowed to request that the ratings be changed. The reviewer can ask the supervisor to change a rating if they know the information is false. If there is a change in the current evaluation system, there will be additional training provided.
 - d. Budget- \$1,500 the same amount provided to faculty senate.
- VI. Committee Reports- Please email Amy the committee name you would like to serve on
- VII. Unfinished Business- None

VIII. New Business

- a. Academic Honesty Policy—Ms. Bliss Adkison provided clarification on the proposed changes. Ms. Melissa Bolton made a motion to approve the addition to the policy and Mr. Jeremy Woods seconded and the motion carried
- b. Staff Handbook Changes—Staff Merit—The committee met for the last time. A clearer description was added to the cross-training section, additional categories were added to the student involvement section, the process will not be blind next year, and only service within the last five year prior to submission will be reviewed.
- c. Eligibility Change in By-Laws—Proposed change: From six months to one year of university employment before becoming eligible to serve on staff senate.

IX. Discussion-

- a. Diversity and Inclusion Task Force Activity—Laura Williams

X. Announcements

- a. Shoals Symphony at UNA: Cirque de la Symphonie—Sept. 22nd
- b. Homecoming—Sept. 28th
- c. Fall Break—Oct. 11th

- XI. Adjournment- Ms. Laura Beasley made a motion to adjourn. Ms. Melissa Bolton seconded and the meeting was adjourned at 11:02 a.m.