

THE UNIVERSITY OF MEMPHIS
Staff Senate Meeting Minutes
225-B McWherter Library
October 15, 1998

Absent: Sam Brackstone, Leroy Brewer, Gracie Cato, Ray Craft, Patricia Ehrlich, Addie Hughes, Richard Jones, Barbara Moore, Coszetta Morris, and Bernice Richardson

Excused: Steve Canaday, Verlinda Franklin, Pat Green, Barbara Harris, Bobbie Steiner, and Jeanne Tutor

Present: Beverly Anthony, Kathy Atkinson, Glenda Barton, Charlie Black, Devonia Cage, Gary Carman, Pam Cash, Linda Clark, Steven Conlee, Diane Cooper, Mark Copley, Sherry Crone, Frank Dyer, Gary Fortner, Hazel Haywood, Nancy Hollingsworth, Diana Humphrey, Bernedine Kelly, Kathy Kolby, Bill Lansden, Joanne Lippy, Larry Mayes, Janet Mitchell, Janice Morganfield, Lynne Owens, Norma Price, Ginny Reed, Patty Simonton, Michelle Stout, Marcia Taylor, Patricia Taylor, and Carolyn Zoccola

1. Call to Order.
2. Roll called.
3. Minutes approved as amended.
4. Committee reports:

Finance Committee: Larry Mayes - Senate account balance is \$7,291,92.

Election Committee: Pam Cash - Clarified that the two open senate seats are in Business and Finance and Provost Divisions.

AD-Hoc Bylaws Committee: Issues Review Committee - Looking into the By-Laws item by item.

Issues Review Committee: Diane Cooper - The Senate received a [copy of the memorandum](#) from Dr. Smith in response to the inclement weather issue. The senate voted to table this issue until next month.

Ms. Mary Ann Camp responded to the inquiry concerning a supervisor changing an employees hours. This can happen but the hours should be reasonable and in accordance with the University's Procedures.

There was discussion of a big push for the After-School Care Program that the Senate worked so hard to get started. Only about six places are being used. The senate realized that the program wasn't promoted until after the school year began. There will be upcoming promotions for the spring semester in hope that individuals will take advantage of the test program. This program was only funded for this period and won't be funded again if there is no enrollment.

5. Standing Committees:

Traffic/Parking Authority: Need a Volunteer

Safety Committee: Need a Volunteer

Facilities and Services Com.: Janet Mitchell - The committee met with the Sear-Brown Group concerning the University's Traffic, Parking & Circulation Study and the proposed Master Plan for campus traffic.

IT Planning Policy Committee: Steve Canaday - None

IT Admin. Advisory Com.: Steve Conlee - None

Bookstore Committee: Carolyn Zoccola - Will meet this month.

Food Services Committee: Patty Simonton - None

Public Records: Need a Volunteer

Fee Refunds & Appeals: Need a Volunteer

6. Old Business:

Sherry Crone attended the President's Update Meeting and told the Senate that the November 7th Tiger football game will be Faculty and Staff Appreciation Day. Faculty and Staff will receive two free tickets and may

purchase additional tickets at a discounted rate for this game. Also, each faculty and staff member attending will have the opportunity to receive a free hot dog and coke.

7. New Business:

Patty Simonton asked Margie Williamson from Human Resources to come and discuss the Employee Service Awards. Ms. Williamson gave a summary of the program as it exists now and took suggestions from the senate. Ms. Williamson said the program has been changed to a choice award program, there will be more than one award to choose from and that the program is now presenting an award for five years of service.

The senate has asked the Issues and Review committee to check into the feasibility of having the awards program twice a year in order to make it closer to the recipient's actual anniversary date.

Larry Mayes brought up an issue of individuals not receiving the \$100 award offered by Human Resources for the Employee Referral Program. He stated that there had been several individuals in Physical Plant who had referred individuals, thought they had followed the necessary procedures, and later found out that according to Human Resources they had in fact not. The Issues and Review Committee will investigate this further.

Janet Mitchell said that is now a web site for registration functions www.tigerweb.memphis.edu.

Diane Cooper said there are still flu shots available at the Health Center for \$10.

8. President's Remarks:

Dr. McPhee was thankful for the feedback he received from the Senate. And wanted to let everyone know the council has a web site.

The December meeting has been changed to Tuesday, December 8, 1998. Dr. Rawlins will be speaking at this meeting; everyone is welcome to come.

9. Adjourn

Next meeting is **Thursday, November 19, 1998** at 9:30 in McWherter 225B.