

STAFF SENATE MEETING
December 17, 2009

Present: Susan Babb, Belinda Scott, Linda Hall, Julia Rhodes, Linda Hyatt, Brenda Woods, Phyllis Johnson, Karen Newman, Sandy Barksdale, Ryan Seidner, Brad Frewin, John Farrell, Joann Waddell, CaSandra Hughes, Becky McCoy, Kimberly Blair, Marijane Garrett, Sharon Harber, Melissa Buchner, Ladonnal Curry, Amy Cable, Debra Ann Brown, Barbara Kyker, Carmen Davis, Bill Harbin, Melvin Horton

Excused: Patsy Kretch, Karen Bell

Absent:

Guest: Jean Rakow

Meeting was called to order by President Babb with Senators present.

Special Guest: Harriet Montgomery

Motion made and seconded to accept last month's minutes

Melvin thanked all who helped with the food drive. Before Melvin had a chance to put signs in high traffic areas they were all over campus. 21 full boxes of food have been collected and more is still coming. Room 153 in the Admin building is available for more donations. In January we will know the number of pounds donated.

Susan reported :Virginia- no expenditures, so no change in budget

Jude has continued to work on membership

Harriet Montgomery spoke to the staff senate on the following topics:

1) Longevity process

- The state legislature said longevity could be processed in a separate check but this was difficult to implement, the first week of January employees will be polled and then a determination will be made as to how everyone will be paid. Tax will not change, longevity has to be taxed as a bonus payment. The take home pay will also not change if you have your check split. Upon completion of 36 mths \$100 is given per yrs served, \$3000 is the current max. Implementation will require many resources that are currently not available if the process changes, everyone is encouraged to vote. Susan asked if all schools have to do it the same way. Harriet responded that her current understanding is that each university can do it differently according to how the staff vote.
- What happens if deductions are more than the longevity check? There may be an assumption that if separate it will be taxed differently, but this is not the case.

- Used to be done separately so why difficult to go back to that? Due to the new system. Before an entire separate payroll who have to be run. Now it is more complex due to the integrated system we have.
 - If in a separate check would it be on a different day? Will probably have to run on a different day than the regular payroll.
 - Now the longevity pay is received during the employees' anniversary month, before it would be a month delayed. Most likely will go back to the following month if has to be separated from regular payroll.
 - Vote will be based on everyone eligible, those who don't vote will be counted as don't change.
 - Potential for public forum so anyone on campus can ask questions – suggested to make a first Friday issue in January, Jean will see if this topic can be placed on the first Friday calendar.
 - Taxes do come out but other deductions such as 401k, health insurance, etc. do not.
- 2) For constituents who want to take courses, why do they have to have a certified copy of their transcript? This may be TBR mandated to make sure there is no question as to the validity of the document. HR does not have access to transcripts.
- 3) Ombuds program- Faculty have always had an ombuds person, due to the employee relations office staff have not had an ombudsman, employee relations should be able to do what an ombudsman would do, staff senate representative somewhat plays that role as well.
- 4) Key Representatives- Started around 15 yrs ago, key reps became anyone who could access the time system. Business and budget officers have access. There are a number of different things that may need to be tried, key rep responsibilities have been spread around to more people. A monthly meeting with key reps may be necessary. A suggestion was made to implement a training calendar to address issues that might be out there, could the training be video-taped so that people can access it? Someone needs to look at resources and how often the information changes. 90 people showed up at the last training, so there is a need. Virginia suggested, we as a group, make requests that will help determine what the needs are. If this is coordinated through the training office then anyone who wants to can come. The same day every month for the meeting was suggested. If we are proactive with monthly meetings then we don't have to be so reactive, this school year there have been questions submitted in advance.
- 5) Salaried employees are never compensated for overtime. The federal definition says if your job is exempt you work the number of hours it takes to get the job done. But if someone is consistently working 80 hrs per week then your area is responsible for making changes. If additional resources are needed then that should be addressed, exempt means exempt from overtime, non-exempt employees can be paid overtime.

Update on construction projects:

- UC- some concrete will need to be torn up that does not meet ADA requirement.
- The Law School is coming along well, it will have 24 hour security.
- Baseball park has been remodeled and renamed and the track area is being redone.
- 2 projects coming up if approved include a new entrance to the Park Avenue campus and speech and audiology moving to that campus.
- Robinson hall is being converted into research space.
- Variable flow project is saving money on utilities.
- Renaming some of the buildings due to construction- old law school building- art and communications building, theatre and communications will become theatre building. West Minders hall will be named the Living Learning Complex, baseball will be renamed Fed Ex Park, Panhellenic may be renamed based on occupancy or based on a suggestion. If you have suggestions call Bill Harbin on the Facilities Committee.

Meeting was adjourned by President Babb.