

STAFF SENATE MINUTES

March 19, 2009

The Staff Senate General Meeting was called to order by James Perkins at 9:00 a.m. in the McConnell Library Conference Room.

Senators and Alternates Present: James Perkins, Connie Phillips, Kathy Nester, Sandra Steele, Michael Potts, Cheryl Myers, Betty Smith, Robert Underwood, Pam Caldwell, Bobby Bell, Sandra Long, Rhonda McCroskey, Tom Cochran.

Senators Excused: Jo Thomas

Number of other attendees: 18 - *List to be made available upon request.*

Determination of Quorum was made.

Motion submitted by Kathy Nester, seconded by Sandra Steele, to approve the Agenda as presented. Motion carried.

Motion submitted by Benny Skeens, seconded by Betty Smith, to approve the recorded minutes from the February 19, 2009 general meeting. Motion carried.

James Perkins introduced our speaker of the month, Julio Stephens, RU Sustainability Coordinator.

Julio Stephens gave a presentation on the importance of the “RU Green” concept and the university’s commitment to conserve/sustain resources. His three main responsibilities involve sustaining buildings (working with Capital Outlay); energy reduction; and recycling. As mandated by the governor, RU is going green. Julio discussed waste management, reducing, recycling, reusing and disposal. More emphasis will be stressed on awareness of conservation and sustainability than in the past. If staff have ideas or questions in this area, they should contact Julio at 831-7206 or Stan Wilkinson, Recycling Coordinator at 831-7207. He also encouraged staff to champion the cause by volunteering time and/or dollars to help the community to become green. For more information on this issue, you are encouraged to go on the internet to: Ru Green SustainABILITY- RU’s Facebook group; and Google – 60 Minutes “E-Waste”

http://www.cbsnews.com/stories/2008/11/06/60minutes/main4579229.shtml?source=search_story).

Reports from Standing Committees

- a. Policies & Issues – No report.
- b. Elections & Nominations – The results of the election for new senators were reported by Connie Phillips. (*See the report attached at the end of the minutes.*) The election process for the 2009-2010 officers will begin at the close of the April meeting. Employees are encouraged to check the website for more information.
- c. Communications – No report.
- d. Staff & Relations – No reports.

Reports from University-Wide Committees

- a. Diversity & Equity Action – James Perkins is looking for a volunteer to fill the staff vacancy on this committee since Carlotta Lewis recently retired.
- b. Intercollegiate Athletics -
- c. Parking & Traffic – No report. The next meeting scheduled for March 23, 2009.
- d. Budget & Planning – The UPBAC met on March 5th. No notes from that meeting are available. The next meeting will be scheduled for April.
- e. University Executive – No report.
- f. Dining Services Advisory – Kathy Nester encouraged staff to try the new and improved Muse dining facilities. The committee is reviewing take-out policies and regulations.
- g. Bookstore Advisory – No meeting.

Old Business

- a. Staff Senate Retreat – James Perkins sent a request to the President's office to allow all senators, alternates and newly elected senators/ alternates to attend the retreat on April 30th. Keynote speaker will be Patricia Easterling. The retreat planning committee will meet briefly following the senate meeting to discuss the plans further.
- b. Summer hours & picnic letter to President Kyle – James Perkins has forwarded a letter of request to the President's office to establish/approve an alternate work schedule for the summer and to sponsor the annual staff picnic on the Thursday following graduation. He is waiting for a reply.

New Business

- Secretary Post – James Perkins announced that he has received the resignation letter from Connie Phillips as senator. She has accepted a new position on campus in an administrative professional role. Motion was entertained by Benny Skeens and seconded by Betty Smith to request that Connie Phillips remain on the senate for the remainder of her term as a non-voting member and as the Senate's secretary. Motion Carried. Robert Underwood will serve as the Senator for the Other Classified group in Connie's place with voting privileges.

Human Resource Issues

- a. Health screening deadline is past. Staff should email Alicia Dials in Human Resources office if interested. There may still be slots available.
- b. People Admin Training is still on-going. Staff who are responsible for processing personnel action forms, evaluations and/or who are supervisors are strongly encouraged to attend a training session. These sessions are scheduled on Monday mornings and Friday afternoons.
- c. HR Banner Training. The HR staff's availability will be limited over the next few weeks as they are in HR Banner training sessions.

Comments & Announcements

- a. College Night at the Speedway - April 18th

- b. Baseball Night – April date to be announced. James Perkins hopes to coordinate the 2010 picnic with a RU baseball game.
- c. An update of Sheryl Duncan was given by Betty Smith. Sheryl is a former RU employee in the Dedmon Center. She has been diagnosed with ALS and is under a physician's care. She loves to receive cards and letters from friends. Her address was made available for anyone who wishes to send her wishes:
Mrs. Sheryl Duncan
3275 Dallas Freeman Road
Hiwassee, VA 24347
- d. Polo Shirt Order – Connie Phillips announced that she will be accepting orders for polo shirts from any staff or Staff Senate member who wishes to make a purchase. Various colors and sizes ranging from Small to XXXL are available. Orders must be placed by April 1, 2009. Payment due upon notice of shipment.
- e. Next Meeting – April 16, 2009 at 9 a.m., Hurlburt Student Center, Combo Room, Guest Speaker: Provost Dr. Wilbur Stanton.

Adjournment – Motion by Betty Smith, seconded by Cheryl Myers to adjourn.
Motion carried.

Minutes are subject to approval.
/s/Connie Phillips, Recording Secretary