

## **Commission on Staff Policies and Affairs**

325 Burruss Hall  
January 20, 2009

**Present:** Judy Alford, Robin Atkins, Jean Brickey, Sue Ellen Crocker, Cathy Hill, Cindy Koziol, Maxine Lyons, Mike Naff, Melissa Simpkins

**Absent:** Catherine Caldwell, Lay Nam Chang, Alicia Cohen, Hal Irvin, Brett Shadle, Don Taylor, Tom Wertalik, Vishal Gandhi, Adam Hamad

**Guests:** Judy Ridinger, Human Resources

Chair Maxine Lyons called to the meeting to order at 3:35 PM. The minutes of the December 16, 2008, meeting were approved electronically with no corrections.

### **1. Holiday Closing Proposal**

The Staff Senate is considering revisiting the proposal since the vote was very close. It was felt that many of the negative responses may have been based on the first proposal drafted, not the final version. It was suggested that VP and deans' offices be polled to find out how many departments did close for the holidays in 2008 or plan to close in 2009. After some discussion, it was decided to revisit the issue later in the year.

### **2. Staff Leadership Award Discussion**

Amy Hogan contacted Sue Ellen Crocker regarding the 2009 Staff Leadership Awards. Funding from Human Resources is available for this year; however, there are concerns about next year with budget cuts. Sue Ellen, Cathy Hill, and Mike Naff agreed to serve on the award committee again this year; Judy Alford also agreed to serve. Maxine will send out a note requesting one more volunteer.

### **3. Old Business**

Judy Alford asked about the reporting requirements for staff employees taking classes and telecommuting. It appears that exempt employees are required to make up time for classes taken during the work day, even though they may be working more than 40 hours in a week. Judy Ridinger responded that tuition waivers fall in the Benefits area and suggested that Doug Martin be invited to discuss the program requirements. Regarding telecommuting requirements, staff and AP faculty are both required to complete a telework agreement. Cathy Jacobs in Work/Life Resources coordinates the program and it was suggested that she be invited to a commission meeting as well.

### **4. Announcements**

The final numbers for restructuring open enrollment are as follows:

- Classified to university staff – 12

- University staff to AP faculty – 56
- Classified staff to AP faculty – 58
- Classified staff to special research faculty – 15 (in reviewing positions for conversion, these should have been research faculty from the start)

These numbers will have an effect on the number of staff senators in some areas, and will affect CAPFA as well.

There being no further business, the meeting adjourned at 4:30 p.m.