

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

325 Burruss Hall  
November 24, 2009  
2:00 p.m.

**Present:** Catherine Caldwell, Hal Irvin, Maxine Lyons, Mike Naff, Beth Osborne, Melissa Simpkins, Don Taylor, Connie Wilkinson, Charles Sublett

**Absent:** Judy Alford, Robin Atkins, Lay Nam Chang,Carolynne Dudding, Kathy Webb Farley, Cindy Koziol, Robin McCall-Miller, Brett Shadle, Tom Wertalik

**Guests:** Jennie Reilly, ADA Services  
Maggie Sloane, Office for Equity and Inclusion

**Recording Secretary:** Melissa Ball

### **Call to Order**

Chair Maxine Lyons called the meeting to order at 2:03 p.m. The agenda was approved as presented. The minutes from the October 27<sup>th</sup> meeting were approved electronically.

### **Policy 1025**

After CSPA made the decision to withdraw support of the Policy 1025 resolution at its October 27<sup>th</sup> meeting because the wording of section four was not going to be changed as requested, CEOD suggested that CSPA prepare a separate resolution to address the wording issue. Maggie Sloane gave a brief overview of the original resolution and asked that CSPA consider supporting the revisions that are policy related and address the wording issue as a separate resolution in the spring. A motion was made to support the policy related revisions. A vote was taken of the members present and was unanimously in favor of offering support again of the resolution knowing that the section four wording issue would be addressed at a later date.

### **Policy 4075**

Jennie Reilly presented some proposed changes that have been made to Policy 4075 which is the Policy for University Accommodations of Persons with Disabilities and asked for a vote of support from CSPA regarding the changes. Several office names that were mentioned in the original policy have been updated, some of the language in the policy has been revised to be in compliance with the ADA Amendments Act which went into effect in January, the policy has been changed to include students, some lengthy procedures have been removed from the policy, and now that there is an ADA Director, some of supervision's responsibilities have been changed in the policy. There was some concern expressed regarding the clarity of section 2.1.1 Drug and Alcohol Use.

Jennie and Maggie agreed to work on rewording the section to try and make it clearer and will send the policy back to CSPA for a vote of support before it goes to University Council in February.

### **Winter Closing Policy Update**

Maxine and Hal recently spoke with CFA and CAPFA regarding CSPA revisiting the winter break closing resolution. CAPFA was okay with the resolution, and the only concern CFA had was to make sure flexibility is emphasized. As a result, Hal added another bulleted item to the resolution for CSPA members to review that stresses flexibility of supervision. Members agreed the bulleted item was okay as written and should be officially added to the resolution. However, during the discussion, two more areas of concern were addressed. Members felt that the \$20,000 per day savings estimate that is mentioned in the first sentence of the resolution should be changed to “significant annual savings”. Also members felt that the word “required” in the first sentence of the second paragraph of the fourth bulleted item should be changed to “may”. A motion was made to take the revised resolution forward to the University Council. A vote was taken of the members present and was unanimously in favor of taking the resolution forward. There was one no vote given to Maxine via email prior to the meeting.

### **Staff Emeritus Status Question**

A couple of years ago CSPA was asked to look into the possibility of awarding emeritus status to retired staff; however, the issue did not proceed much further. Maxine was asked to bring up this issue to CSPA again and see if members would be interested in revisiting it. Most members indicated that they are not familiar with what is involved with staff being awarded this status. Maxine is going to research the issue and bring more information back to the Commission at a future meeting before a decision is made to pursue the issue further.

### **Announcements**

There will be no CSPA meeting in December. The next meeting will be January 26<sup>th</sup> at 2:00 p.m.

### **Adjournment**

There being no further business, the meeting was adjourned at 3:25 p.m.