

Commission on Staff Policies and Affairs

325 Burruss Hall
September 22, 2009
2:00 p.m.

Present: Judy Alford, Catherine Caldwell, Kathy Webb Farley, Hal Irvin, Cindy Koziol, Maxine Lyons, Robin McCall-Miller, Mike Naff, Beth Osborne, Melissa Simpkins, Charles Sublett, Don Taylor, Tom Wertalik

Absent: Robin Atkins, Lay Nam Chang,Carolyn Dudding, Brett Shadle, Connie Wilkinson

Guest: Kirk Wehner, Human Resources

Recording Secretary: Melissa Ball

Call to Order

Chair Maxine Lyons called the meeting to order at 2:04 p.m. The agenda was approved as presented. The minutes from the August 18th meeting were approved electronically with one correction.

Award and Recognition Program

Kirk Wehner gave an overview of the Award and Recognition Program. It can be a useful tool for departments to recognize top performing faculty and staff, especially when there is no money in the budget for raises. Departments can establish both non-monetary and monetary awards. Monetary awards can be up to \$2000 per year if departmental budgets permit. The Compensation Team in Human Resources can give departments guidance on establishing a new award program in their area.

Items to Work on This Year

Latest Revisions to Policy 1025

Another change to Policy 1025 was discussed at the most recent CEOD meeting. It involves staff employees who have supervisory responsibilities. Commission members were asked if they wanted to discuss the issue further or wait until it goes back through CEOD and have Maggie Slone come back to a CSPA meeting and discuss the proposed change further. The consensus was to wait.

CSPA Representative for Scholarship Committee

A volunteer was requested to represent CSPA on the Scholarship Committee. Since most knew very little about the Scholarship Committee, it was agreed upon that more information is needed before asking for a volunteer. Maxine will research the Committee further and bring the information to the next meeting.

Initiative for Saving Energy

The Commission was asked if they would like to spearhead an initiative to save energy on campus. Due to the fact that there is already an Energy Conservation Committee chaired by Denny Cochrane on campus, the consensus was that the Commission should just provide support to the established committee and help get the word out to staff regarding energy conservation. It was suggested that Denny be invited to give an overview of the Energy Conservation Committee's initiative at an upcoming CSPA meeting.

Other Program Suggestions

It was suggested that the Commission inquire as to why the smoking policy that was approved by University Council is not being enforced. Maxine will inquire about the enforcement of the policy and give an update at the next meeting. Another suggestion was for the Commission to come up with some ways to use the results from the Climate Survey to focus on staff issues.

Committee Reports

There were no committee reports.

Other Business

During the meeting of the Commission Chairs with Dr. Steger and Dr. McNamee in August, Maxine listed the July 4th closing as an item that CSPA wanted to examine further. They indicated to Maxine that they are aware of the problem and are looking into the situation.

Announcements

There were no announcements.

Adjournment

There being no further business, the meeting adjourned at 3:03 p.m.