

**UK STAFF SENATE  
January 8, 2009  
1:00 p.m.  
W. T. Young Library Auditorium  
MINUTES - DRAFT**

- I. **Call to Order** — Meeting was called to order by Chair Miller at 1:01 p.m.
- II. **Pledge of Allegiance**
- III. **Roll Call** — Present – 58; Excused – 7; Absent – 10; Resigned - 3
- IV. **Approval of December Minutes** — The minutes were approved as distributed.
- V. **Officer Reports**

**A. Chair Bart Miller** – Those interested in serving on the Strategic Plan Committee for the university should notify Chair Miller.

**B. Vice Chair Chuck Miday** – The food and t-shirt committees of the SAD Commission are negotiating lower prices in those areas. The next meeting will be at 11:00 on Thursday, January 15 in 209 Robotics.

**C. Secretary Aimee Nielson**

*Sec. Nielson moved to approve the resignations of Senators Will Buntin, Justin Farook, and Marietta Watts, and it was seconded.*

**Discussion.**

**MOTION PASSED.**

**D. Treasurer Jann Burks** – Expenditures for the month of December totaled \$399.44. An additional \$500 was charged for the mailing of the UK News insert that will be reflected in the next financial report.

**E. Parliamentarian Glen White – Tip of the Month**

**(Get notes emailed)**

**VI. Discussion / Action Items**

**A. Standing Committee Structure Review Recommendations** – The following recommendations were offered as motions by the ad hoc committee for the Staff Senate, and the resulting actions follow:

- **The Staff Senate supports adding Executive Vice President for Financial Affairs (EVPFA) Butler, Executive Vice President for Health Affairs (EVPHA) Karpf, and Provost Subbaswamy to the Senate as ex-officio members.**

*Chair Miller moved to amend the motion by adding Associate Vice President for Human Resources (HR) Wilson and Director of Employee Benefits Payne as ex-officio members, and it was seconded.*

Discussion.

*Sen. Mike Adams called the question, and it was seconded.*

Discussion.

CALLING OF QUESTION PASSED.

AMENDMENT PASSED.

*Sen. Andrea Strassburg moved to amend the motion by adding Vice President for Institutional Diversity Jackson as an ex-officio member, and it was seconded.*

Discussion.

AMENDMENT PASSED.

**MOTION PASSED.**

- **The Staff Senate supports implementing the following recommendations for all committees:**
  - **The current requirement that Senators serve on a standing committee needs to continue but must be better enforced.**
  - **A formal policy for submitting monthly reports needs to be codified.**
  - **A formal policy for submitting attendance records needs to be codified.**
  - **A formal policy for submitting annual reports needs to be codified, including a template committees need to follow when generating these reports.**
  - **The Senate needs to explore creating the option to submit reports online.**

Discussion.

*Sen. Kimberley Trumble called the question, and it was seconded.*

Discussion.

CALLING OF QUESTION PASSED.

**MOTION PASSED.**

- **The Staff Senate supports renaming the Executive Committee to the Staff Senate Council.**

*Sen. Mike Adams moved to substitute “Executive Board” for “Staff Senate Council,” and it was seconded.*

Discussion.

*Sen. Kimberley Trumble called the question and it was seconded.*

Discussion.

AMENDMENT PASSED.

*Sen. Stephanie Risner called the question, and it was seconded.*

Discussion.

CALLING OF QUESTION PASSED.

**MOTION FAILED.**

- **The Staff Senate supports establishing a new article in the Senate by-laws with the title Executive Committee of the Staff Senate. Move all information in the by-laws related to the current Executive Committee to this section.**

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports allowing each chair of a standing committee the authority to appoint a substitute for him/her if he/she is unable to attend the meeting. The substitute will have the same rights as the committee chair, including voting privileges.**

Discussion.

*Sen. Rapp called the question, and it was seconded.*

Discussion.

MOTION TO CALL QUESTION PASSED.

**MOTION PASSED.**

- **The Staff Senate supports granting the Chair of the Senate the authority to solicit volunteers for university-wide committees and make recommendations to the Staff Senate Executive Committee. The Executive Committee will have final approval for appointees to university-wide committees.**

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports merging the secretary and treasurer officer positions.**

Discussion.

**MOTION FAILED.**

- **The Staff Senate supports abolishing the External Affairs Committee and rolling its function into the Public Relations/Communications (PR) Committee.**

Discussion.

*Sen. Cecile McKinney moved to friendly amend the motion by substituting the following wording: “The Staff Senate supports moving the External Affairs committee and rolling its function into a subcommittee of the PR Committee,” and it was seconded.*

Discussion.

AMENDMENT PASSED.

*Sen. Nielson moved to amend the amendment by substituting the following wording: “The Staff Senate supports merging the External Affairs and PR committees,” and it was seconded.*

Discussion.

AMENDMENT PASSED.

**MOTION PASSED.**

- **The Staff Senate supports codifying a process by which precincts are reviewed. The process should occur during the year the election for the Staff Representative to the Board of Trustees is being conducted.**

Discussion.

*Sen. Mike Adams moved to refer the issue to the Executive Committee for further review, and it was seconded.*

Discussion.

SEN. ADAMS WITHDREW MOTION.

*Sen. Marguerite Floyd moved to reintroduce the motion, but it failed for lack of a second.*

**MOTION PASSED.**

- **The Staff Senate supports abolishing IFRA.**

*Sen. Kimberley Trumble moved to amend the motion by adding, “and investigate establishing a committee at the university level with the Office for Planning, Budget, and Policy Analysis that involves all three representative bodies of the university,” after “abolish IFRA,” and it was seconded.*

*Sen. Brenda Huffer moved to friendly amend the amendment by adding, “including students, faculty, and staff” after “bodies,” and it was seconded.*

Discussion.

AMENDMENT PASSED WITH FRIENDLY AMENDMENT.

*Sen. Marguerite Floyd offered an amendment to delete all wording, except “The Staff Senate supports” and substitute the wording, “restructuring the IFRA to more effectively meet its obligations,” and it was seconded.*

Discussion.

AMENDMENT PASSED.

**MOTION PASSED.**

- **The Staff Senate supports expanding the Advisory Committee to the President's (PAC) scope beyond the Office of the President to include the offices of the EVPFA, the EVPHA, and the Provost. Meetings of this committee would continue to occur monthly with the President's presence requested at least twice a year. Other members of the administration, while being invited to every meeting, would be scheduled to attend the committee meetings quarterly (each at least three times annually).**

Discussion.

*Sen. Marilyn Szczygielski moved to recommit the motion to the Executive Committee, and it was seconded.*

Discussion.

*Sen. Michael Adams moved to postpone recommitting of motion until the end of the recommendations review, and it was seconded.*

Discussion.

**MOTION PASSED.**

*Sen. Terri Crocker called the question, and it was seconded.*

Discussion.

**CALLING OF QUESTION PASSED.**

**MOTION PASSED.**

- **The Staff Senate supports renaming PAC to the Advisory Committee to the Administration (AAC).**

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports capping PAC/AAC at seven members.**

Discussion.

*Sen. Michael Adams called the question, and it was seconded.*

Discussion.

CALLING OF QUESTION PASSED.

**MOTION FAILED.**

- **The Staff Senate supports the following membership requirements for the PAC/AAC:**

**One senator who reports either directly or indirectly to the EVPFA; at least one senator who reports either directly or indirectly to the EVPFA; and at least one senator who reports either directly or indirectly to the Provost.**

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports adding training sessions for committee members on communication and university regulations related to public relations.**

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports adding Senate promotion to the responsibilities of the PR Committee, including staff recognition.**

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports making any future audits the responsibility of the Senate Secretary and Parliamentarian.**

Discussion.

**MOTION PASSED.**

*Sen. Huffer moved to postpone the discussion on remaining agenda items until the next meeting, and it was seconded.*

Discussion.

**MOTION FAILED.**

- **The Staff Senate supports capping the Advisory Committee to the Staff Trustee (STAC) at five members.**

Discussion.

*Sen. Kimberley Trumble moved to cap committee membership at 10% of the current Senate membership, and it was seconded.*

Discussion.

**MOTION PASSED.**

- **The Staff Senate supports the establishment of a separate ad-hoc committee to create structure for the Staff Appreciation Day (SAD) Commission. Policies relating to committee leadership, voting, budget management, etc. should be codified, and the commission should report directly to the Executive Committee.**

Discussion.

**MOTION PASSED.**

*Chair Bart Miller reintroduced a motion to recommit to the Executive Committee the motion on expanding the scope of PAC.*

Discussion.

**MOTION PASSED.**

*Sen. Stephanie Risner moved to forward the following passed motions to the By-laws Committee, and it was seconded:*

-The Staff Senate supports adding the EVPFA, the EVPHA, the Provost, the Associate VP for HR, the Director of Employee Benefits, and the VP for Institutional Diversity as ex-officio members of the Staff Senate.

-The Staff Senate supports establishing a new article in the by-laws with the title Executive Committee of the Staff Senate and moving all information related to the current Executive Committee to this section.

-The Staff Senate supports granting each chair of a standing committee the authority to appoint a substitute for him/her if he/she is unable to attend a meeting. The substitute must be a current senator on the same committee and will have the same rights as the committee chair, including voting privileges.

-The Staff Senate supports granting the Chair of the Senate the authority to solicit volunteers for university-wide committees and make recommendations to the Executive Committee. The Executive Committee will have final approval for appointees to university-wide committees.

-The Staff Senate supports merging the External Affairs and PR committees.

-The Staff Senate supports codifying the process by which precincts are reviewed. This process would occur during the year the election for the Staff Representative to the Board of Trustees is being conducted.

-The Staff Senate supports renaming PAC to AAC.

-The Staff Senate supports the following membership requirements for the (PAC) (AAC):

- At least one senator who reports either directly or indirectly to the EVPFA;
- At least one senator who reports either directly or indirectly to the EVPHA;
- At least one senator who reports either directly or indirectly to the Provost.

-The Staff Senate supports charging the PR Committee with facilitating training sessions on communication and University Regulations related to public relations.

-The Staff Senate supports adding promotion to the responsibilities of the PR Committee, including staff recognition.

-The Staff Senate supports having any future audits be the responsibility of the Senate Secretary and Parliamentarian.

-The Staff Senate supports capping the membership of STAC at 10% of the current Senate membership.

**MOTION PASSED.**

*Sen. Steve Zanone moved to forward the following passed motions to the Executive Committee, and it was seconded:*

-The Staff Senate supports developing rules for submission of monthly committee reports, committee attendance records, and committee annual reports.

-The Staff Senate supports codifying the process by which precincts are reviewed. This process would occur during the year the election for the Staff Representative to the Board of Trustees is being conducted.

-The Staff Senate supports restructuring IFRA to meet its obligations more effectively.

The Staff Senate supports expanding the scope of PAC beyond the Office of the President to include the offices of the EVPFA, EVPHA, and the Provost. Meetings with the President would be requested at least twice a year. Other members of the administration, while being invited to every meeting, would be scheduled to attend the committee meetings quarterly (each at least three times annually).

-The Staff Senate supports renaming PAC to AAC.

-The Staff Senate supports the following membership requirements for the (PAC) (AAC):

- At least one senator who reports either directly or indirectly to the EVPFA;
- At least one senator who reports either directly or indirectly to the EVPHA;
- At least one senator who reports either directly or indirectly to the Provost.

-The Staff Senate supports establishing an ad-hoc committee to create structure for the SAD Commission. Policies relating to committee leadership, voting, budget management, etc. would be codified and the commission would report directly to the Executive Committee.

Discussion.

**MOTION PASSED.**

## **VII. Items from the Floor**

None.

## **VIII. Adjournment**

There being no further business, the meeting adjourned at 4:22 p.m.

Next meeting: February 12, 2009

*Respectfully submitted,  
Holly Clark, Aimee Nielson*

2/4/09

/hjc