**Staff Senate University Affairs Committee Meeting Minutes**

**January 5, 2022, 9:00 am**

**Attendance:** Shawn Ridenour, Bryanna Alsbury, Darla Ellett, Tony Lehrling, Jerry Knight, Samantha Rogers, Tiffany Tate

**Minutes** from December 8, 2021 approved. Motion by Bryanna Allsbury and second by Tony Lerhling. Minutes approved by unanimous vote.

**Old Business:**

No new business addressed.

**New Business:**

Bryanna Allsbury –

1. Part-time Employee Salaries – HR may be looking at this now. Minimum of $10 is being considered to help with finding and keeping part-time staff including student workers. Work Study decreases by 13000 hours if pay is bumped up to $10 per hour. We can draft a resolution with assistance from HR in support of increases in minimum pay rate. Start a working draft to be placed in University Affairs folder for comments by committee members.
2. Stipends for Senate positions – Release time received by officers for Staff Senate which now also includes Recorder. Consideration given to University Affairs Committee officers also getting release time.
3. Non-Exempt Employee other work – FLSA rules to limit non-exempt employees to do extra duties. Research requirements as adopted by federal government. Extra documentation would likely be needed to allow non-exempt extra duties. Bryanna offered to head up this investigation.
4. Appeal for Salary Denial – Work with Faculty and Staff Senate to develop a process for an appeal for denial or limitation of a salary level. Another goal would be to get an explanation of denials which would include objective rationale.

* Prioritize above items 1 and 3 (Part-Time Employee Salaries and Non-Exempt Employee extra duties), then address items 2 and 4.
* Staff Survey – Committee needs to be sure to review the survey in the University Affairs Committee folder to finish it up. We hope to get it distributed by Spring Break. Consider an incentive for survey completion – drawing for gift card with voluntary/optional email submission on the survey.

Samantha Rogers –

* SOLD ends first of February. Ideas for inclusion in SOLD for the next year. Email her ideas of what to consider. Samantha has a spreadsheet she is using to collect ideas.

Shawn Ridenour –

* Meetings: second Wednesday at 10:00 am. Shawn will send out reoccurring calendar invite.

**Announcements:**

No announcements

Tony Lerhling made a motion to adjourn, Bryanna Allsbury seconded. All were in favor.

Next Regular Meeting will be February 9, 2022, 10:00 am.