

**Staff Senate University Affairs Committee (UAC) Meeting Minutes**  
**May 11, 2022, 10:00 am**

**In Attendance:** Shawn Ridenour, Darla Ellett, Jerry Knight, Jeni Maple, Tiffany Tate, Samantha Rogers [not in attendance: Tony Lehrling]

**Minutes** from April 13, 2022 approved. Motion by Jeni Maple and second by Jerry Knight. Minutes approved by unanimous vote.

**Old Business:**

1. Southeastern Staff Survey review – look it over again, especially multiple-choice questions (cannot use logic in the selections). Link to the draft is <https://www.surveymonkey.com/r/Preview/?sm=ek23H3avoqYW42wQVQoFyIVIMH7Qk2D1uAscfGQnWqgFbIRDXaniHPv5iLnAfMPF> We will send it out sometime this Summer. Help with the language to be included in the email is welcomed – contact Jeni.

**New Business:**

1. Items for Executive Committee –
  - a. Approved resolutions from Nominations and Elections committee
    - i. Clarify exclusions
    - ii. Change officer terms to one year
  - b. Suggestion to possibly purchase a few copies of *Becoming a Student-Ready Campus* for staff to access (not currently in library).
  - c. Resolution from AAUP for Faculty Salary shared with Staff Senate that includes increase in staff and student wages.
2. Shared Governance Forum – A resolution has been started and shared in the OneDrive. Requesting a third Shared Governance Forum to be led by staff in Fall and Spring semesters.
3. FLSA – link to FLSA for exceptions to the exempt/non-exempt status (<https://www.ecfr.gov/current/title-29/subtitle-B/chapter-V/subchapter-A/part-541>). Section 541.201 *Directly related to management or general business operations* has some possible exceptions for exempt status. Any resolution development will be placed on hold until we see changes in the
4. Annual Performance Appraisal – What is the purpose of the appraisals? Do they have any weight in salary adjustments or dismissals/promotions? Perhaps training needs to be provided for supervisors. Evaluations of supervisors by employees may be needed as well. Change the name of Performance Appraisal to a more positive connotation. Possibly make some recommended topics to be included in SOLD for trainings for both employees and supervisors. Adjustments to scales in the current tool since “Meeting the standard” requires a Plan for Improvement. Do we need motivation to exceed the

“standard”? We will table this to revisit next meeting to give everyone time to investigate policies at other institutions.

**Voting Items:**

No voting items scheduled.

**Announcements:**

- New slate of officers and senators will be seated in July.
- UAC Chair will be out starting July 14 for an extended leave.

Jeni Maple made a motion to adjourn, Jerry Knight seconded. All were in favor.

Next Regular Meeting will be June 8, 2022, 10:00 am.