

Staff Senate University Affairs Committee (UAC) Meeting Minutes
April 18, 2023, 10:00 am

In Attendance: Jennifer Arnold, Jeni Maple, Shawn Ridenour, Darla Ellett, Ami Towne, Jerry Knight (Not in attendance: Cody Wood, Stephanie Davison)

Minutes from March 21, 2023 approved. Ami made a motion and Shawn seconded. Minutes approved by unanimous vote.

Old Business:

1. Staff Compensation – Shawn Ridenour
 - a. President received the proposal and worked numbers with the proposed percentage at an April 10th meeting, but with a flat budget, did not expect any salary adjustments for this year.
 - b. President **may** consider raising minimum wage for our campus.
 - c. May also consider a one-time stipend.

New/Ongoing Business:

2. Items from Executive Committee – Jeni Maple
 - a. Meeting with President.
 - b. Letter went out to faculty/staff residing in the dorms and Shearer will be at capacity.
 - i. Read like an eviction notice.
 - ii. Jeni may meet with those staff involved in this situation to determine their needs.
 - iii. We will review the contract for housing (academic year contract) for August 1 to May 31.
 - iv. Check with Housing about access to Choctaw/Chickasaw housing may be available.
 - c. Plant sale is the 28th
 - i. Sign-up sheet has been sent out
 - ii. Bake Sale will be added this year
3. FY2023 Staff Survey
 - a. Maybe we need to ask about the 4-day work week in the Summer????
 - b. It is likely that the 2024 summer work week will include five-day work weeks with flexible scheduling within each office.
4. Birthday Leave
 - a. Possible request to change to a floating holiday.
 - b. Other RUSO schools' holidays in comparison to SE's
 - c. Jeni will check on whether a resolution or a Policy on Policy is needed from Staff Senate for a recommendation.
5. Stipends/additional compensation for staff who take on additional duties
 - a. Policy for requesting increase in pay for staff or for setting a base salary for new or open position.

- b. Faculty receive additional compensation or overload pay for assuming additional duties.
- c. Perhaps a committee or mechanism is needed for reviewing requests and making a recommendation to HR for approval/denial of salary adjustment request.
- d. Have something in place for appeal of decision from HR.
- e. If using RUSO or CUPA data for determining salaries, include all schools for every consideration.

Voting Items:

No voting items.

Announcements:

Plant/Bake Sale next week and sign-up sheet.

Adjourn motion by Ami and second by Jennifer. Unanimous approval to adjourn.

Next Regular Meeting will be May 16, 2023, 10:00 am.