Meeting Minutes  
Tuesday, December 16, 2014  

Present: Michelle Barger, Belinda Bishop, Gabrielle Dodosh, Mandy Konecny, Maria Martino, Brett Morrill, Becky North, Mark Porcaro, Sheelu Surender, Frankie Kirkendoll (ex-officio), Gina Crabtree (ex-officio), Heather Perkins (at-large).

Absent: Ellen Abbey, Amy Barfield, Kathy Downes, Ricki Ellison, Eric Maki, Laura Manning, Tonya Witherspoon, Andrea Stipp, Jessica Treadwell.

Guests: Kevin Crabtree, Francisco Gonzalez

I. Call to order at 9:04 AM

II. Approval of November 18, 2014 minutes  
Motion made by Maria Martino and seconded by Mark Porcaro. Motion passed.

III. Approval of Fall General Meeting minutes  
Motion made by Gabrielle Dodosh and seconded by Becky North. Motion passed.

IV. Guests –  
   a. Francisco Gonzalez presented information on the ombudsman program for alternative dispute resolution. A handout of models was distributed to the senate. The ombudsperson’s duty will assist in dispute resolution to avoid formal grievance hearings. The parties will be the ones to actually craft the result of the discussions. The position should be trained in dispute resolution along with university policies and procedures. The training will be conducted by a central unit, decided upon by the makers of the policy. The faculty senate appointed ombudsmen, but we could do something completely different depending on what the senate and the administration wants. All should receive the same training and his office could arrange the training. There is a Standards of Practice and Codes of Ethics for ombudspersons. It’s estimated that these responsibilities could take about 50% of their time on the job. After discussion, the senate felt that it would be best to hire a full-time ombudsman as opposed to appointing senators to fill the position.

V. President Bardo Meeting Report  
   a. Brett Morrill reported that a major donation would be announced today at 10:30.

   b. Discussed the fall general meeting and updated the president on the grievance and evaluation committee progress.

   c. Discussed with the president the speed of those driving behind Shocker Hall. President Bardo will pass on to Mary Herrin.

VI. New/Old Business  
   a. A question was raised about the notice given to employees regarding the CBIZ open forum on December 15th. Frankie Kirkendoll shared that work sessions are scheduled to assist employees in completing their Job Analysis Questionnaires. The due date to Human Resources is February 13, 2015.
b. The senate received a thank you card from Catholic Charities for the Stuff the Bus event. More than 15,000 items were donated.

c. Brett received good feedback on the fall general meeting. Good information was shared.

d. Heather Perkins reported on the grievance committee. Working on the language for the handbook and policy.

VII. Reports from Committee Chairs
   a. Service – Brett reported that Michelle Barger and Ellen Abbey will serve on the service committee.

   b. Professional Development – No report.

   c. Awards/Recognition – Gabrielle Dodosh reported that there are some former winners of the award that are no longer with the university, so she may have to go back a couple years to find six people to serve on the committee.

   d. Grievance – No report.

   e. Election – Mandy Konecny reported that she looked at current roster that should change due to Student Affairs merger with Academic Affairs. Sheelu Surender is the only one that was part of the Student Affairs division and is now Academic Affairs. Tonya Witherspoon will move from Academic Affairs to Research and Technology Transfer. Strategic Communications is a new division. Strategic Communications cannot be grouped with General Counsel and the President’s Office because they are their own division. Discussion followed regarding changing the constitution to allow small divisions to be combined.

   f. UPS Website – No report.

   g. RSC Board of Directors – No report.

   h. Wellness – No report.

   i. Traffic Appeals – No report.

   j. Unclassified Professional Staff Council – Gina Crabtree asked for items that need to be reported to the Board of Regents. Frankie Kirkendoll requested that the CBIZ and Ombudsman discussions be reported. Gina reported that the USS senates will no longer give reports to the Board of Regents, but will instead give reports to the Council of Presidents, as requested by President Bardo.

   k. Library Appeals – Belinda Bishop reported that two appeals were heard.

VIII. As May Arise
   a. None.

IX. Announcements
   a. Next Meeting: January 27, 2014

X. Adjourned at 10:25 AM. Motion to adjourn made by Heather Perkins and seconded by Maria Martino. Motion passed.

Submitted by Ellen Abbey