

Staff Senate Main Body Session

Meeting Specifics

<b>Purpose</b>	<b>Frequency</b>	<b>Senate Chair</b>
Regularly Scheduled	2 <sup>nd</sup> Thursday of every month	Courtney Chafin
<b>Date: December 12, 2024</b>	<b>Time</b>	<b>Location</b>
	1:00 p.m.	Zoom/POT 18 <sup>th</sup> Floor Conference Room

Committee

<input checked="" type="checkbox"/> <b>Chair:</b> Courtney Chafin	<input checked="" type="checkbox"/> <b>Vice-Chair:</b> Marie Marefat	<input checked="" type="checkbox"/> <b>Secretary:</b> Ginni Haynes	<input checked="" type="checkbox"/> <b>Treasurer:</b> Carl Harper	<input checked="" type="checkbox"/> <b>Parliamentarian:</b> Chris Larmour
<input checked="" type="checkbox"/> <b>PC:</b> Bobbi Jo Allen	<input checked="" type="checkbox"/> James Aaron	<input checked="" type="checkbox"/> Mike Adams	<input type="checkbox"/> Allissa Anderson - unexcused	<input checked="" type="checkbox"/> Elizabeth Andrade
		<input type="checkbox"/>	<input checked="" type="checkbox"/> Tamara Anding	<input type="checkbox"/> Whitney Arvin - unexcused
<input checked="" type="checkbox"/> Tiara Ball	<input checked="" type="checkbox"/> Mandi Banahan	<input checked="" type="checkbox"/> Melissa Barger	<input checked="" type="checkbox"/> Kelley Beverley	<input type="checkbox"/> Amanda Biddle - Excused
<input checked="" type="checkbox"/> Shelly Bishop	<input checked="" type="checkbox"/> John Blaine	<input checked="" type="checkbox"/> Kenneth Blair	<input checked="" type="checkbox"/> Elliot Bloomer	<input checked="" type="checkbox"/> Sabrina Brewer
<input checked="" type="checkbox"/> Jennifer Bridge	<input checked="" type="checkbox"/> Leanna Brignola	<input checked="" type="checkbox"/> Cynthia Brown	<input type="checkbox"/> Amber Bruce - Excused	<input checked="" type="checkbox"/> Doug Burgess
<input checked="" type="checkbox"/> Olwen Burton	<input checked="" type="checkbox"/> Chris Carney		<input checked="" type="checkbox"/> Eric Carroll	<input checked="" type="checkbox"/> Destiny Carter
<input checked="" type="checkbox"/> Melissa Claar	<input checked="" type="checkbox"/> Christy Coffman - Excused	<input checked="" type="checkbox"/> Alexandra Curtis	<input checked="" type="checkbox"/> Dale Davis	<input checked="" type="checkbox"/> Allison Drury
<input type="checkbox"/>	<input type="checkbox"/> Kevin Duncan - leave	<input checked="" type="checkbox"/> Rebecca Earls	<input checked="" type="checkbox"/> Olivia Ellis	<input checked="" type="checkbox"/> Ryan Farley
<input checked="" type="checkbox"/> David Faulconer	<input checked="" type="checkbox"/> Alexis Fellows	<input checked="" type="checkbox"/> Jonnisa Ferguson	<input checked="" type="checkbox"/> Sarah Fitzgerald	<input checked="" type="checkbox"/> Kevin Fleming
	<input checked="" type="checkbox"/> Sandra Frey	<input type="checkbox"/> Tenia Gatewood - unexcused	<input checked="" type="checkbox"/> Samantha Gauthier	<input type="checkbox"/> Julien Galyon - unexcused
<input type="checkbox"/>	<input checked="" type="checkbox"/> Sheneda Goforth	<input checked="" type="checkbox"/> Beth Goins	<input checked="" type="checkbox"/> Aaron Gosper	<input type="checkbox"/>
<input checked="" type="checkbox"/> Joseph Hacker	<input checked="" type="checkbox"/> Kelly Hahn	<input checked="" type="checkbox"/> Andrew Hainley	<input type="checkbox"/>	<input checked="" type="checkbox"/> Laura Hall
<input type="checkbox"/>	<input checked="" type="checkbox"/> Charla Hamilton	<input checked="" type="checkbox"/> Kyle Hardesty	<input checked="" type="checkbox"/> Catherine Hayden	<input type="checkbox"/> Joshua Henry - unexcused
<input checked="" type="checkbox"/> Jennifer Hill	<input checked="" type="checkbox"/> Dean Holt	<input checked="" type="checkbox"/> Kevin Horn-Pacheco	<input checked="" type="checkbox"/> Amanda Hornsby	<input checked="" type="checkbox"/> Jessica Howard
<input checked="" type="checkbox"/> Curtis Hudson	<input checked="" type="checkbox"/> Audrie Johnson	<input type="checkbox"/>	<input checked="" type="checkbox"/> Terry Keys	<input checked="" type="checkbox"/> Zachary King
	<input checked="" type="checkbox"/> Brittany Lawrence	<input type="checkbox"/> Kristen Lawson - unexcused	<input checked="" type="checkbox"/> Sheena Lee	<input checked="" type="checkbox"/> Harrison Levans
<input checked="" type="checkbox"/> Lisa Lockman	<input checked="" type="checkbox"/> Amy Lorenzo	<input checked="" type="checkbox"/> Fadyia Lowe	<input checked="" type="checkbox"/> Troy Martin	<input checked="" type="checkbox"/> Heather McAtee
<input type="checkbox"/> Courtney McCalla - excused	<input type="checkbox"/> Karen McCann unexcused	<input checked="" type="checkbox"/> Pamela McFarland	<input type="checkbox"/> Amy McHone - excused	<input checked="" type="checkbox"/> Glenn Means
<input checked="" type="checkbox"/> Blazan Mijatovic	<input checked="" type="checkbox"/> Tiffany Miller		<input checked="" type="checkbox"/> Michael Millett	

<input checked="" type="checkbox"/> Addison Zane Mills		<input checked="" type="checkbox"/> Krystle Moore	<input checked="" type="checkbox"/> Daniel Naas	<input checked="" type="checkbox"/> Pamela Noble
				<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Cary Osborne - excused	<input checked="" type="checkbox"/> Komal Pandya	<input checked="" type="checkbox"/> Scott Pappas
<input checked="" type="checkbox"/> Stephanie Peeples	<input checked="" type="checkbox"/> Aaron Pepper	<input checked="" type="checkbox"/> Monica Perez	<input checked="" type="checkbox"/> Tessa Pinkerton	<input checked="" type="checkbox"/> Brooke Poe
<input checked="" type="checkbox"/> Kayla Powell	<input type="checkbox"/> Kevin Puckett - unexcused	<input type="checkbox"/> Cory Qualls - excused	<input checked="" type="checkbox"/> Covetta Ramey	<input checked="" type="checkbox"/> Tiffany Randolph
	<input checked="" type="checkbox"/> Lucas Redmond	<input checked="" type="checkbox"/> Stephen Reed	<input type="checkbox"/>	<input checked="" type="checkbox"/> Ben Rice
<input checked="" type="checkbox"/> Ritchelle Ruiz	<input checked="" type="checkbox"/> Stefan Schagane	<input checked="" type="checkbox"/> Sydney Shields	Carol Simpson - unexcused	<input checked="" type="checkbox"/> Scott Sorrell
<input type="checkbox"/> Tymory Stanton - unexcused	<input checked="" type="checkbox"/> Hardin Stevens	<input checked="" type="checkbox"/> Andrea Strassburg	<input checked="" type="checkbox"/> Justin Sumner	<input checked="" type="checkbox"/> Mindy Thompson
<input checked="" type="checkbox"/> Erin Tigges	<input type="checkbox"/> Madeline Trudeau - excused	<input checked="" type="checkbox"/> LaTanya Walker	Allison Walters - unexcused	<input checked="" type="checkbox"/> Keisha Wells
<input type="checkbox"/> Halley White	<input checked="" type="checkbox"/> Johnna Wilford	<input checked="" type="checkbox"/> Alice Williams	<input checked="" type="checkbox"/> Stephen Williams	<input checked="" type="checkbox"/> Kendria Willis
<input checked="" type="checkbox"/> Elijah Wilson	<input checked="" type="checkbox"/> Laurel Wood	<input checked="" type="checkbox"/> Sandy Wooton Gay	<input checked="" type="checkbox"/> Misty Dotson Wright	<input checked="" type="checkbox"/> Markeda Yarbrough
Stephanie Zapata - unexcused				
<b>Ex Officios, Visitors and Standing Guests</b>				
<input type="checkbox"/> President Eli Capilouto	<input checked="" type="checkbox"/> EVPFA Eric Monday	<input checked="" type="checkbox"/> Trustee Dave Melanson	<input type="checkbox"/> Provost Robert DiPaola	<input type="checkbox"/> Melissa Frederick, UK HR
<input checked="" type="checkbox"/> Catie Lasley, UKHR	<input type="checkbox"/> SGA President:	<input type="checkbox"/> Faculty Senate Chair:	<input checked="" type="checkbox"/> Jody Ensman	<input checked="" type="checkbox"/> Penny Cox
<input checked="" type="checkbox"/> Gina Dugas	<input checked="" type="checkbox"/> Angie Martin	<input checked="" type="checkbox"/> Angela Croucher	<input checked="" type="checkbox"/> Elizabeth Johnson	<input checked="" type="checkbox"/> Lynn Hiler
<input checked="" type="checkbox"/> Gail Carbol	<input checked="" type="checkbox"/> Kasey Montgomery	<input checked="" type="checkbox"/> Azetta Beatty	<input checked="" type="checkbox"/> Dinky Yokel	<input checked="" type="checkbox"/> Hannah Nocket
<input checked="" type="checkbox"/> Tina Navis	<input checked="" type="checkbox"/> Nancy Taylor	<input checked="" type="checkbox"/> Tammy Akin		

**Agenda Topics Covered**

<b>Task ID</b>	<b>Agenda Item</b>	<b>Presenter/Facilitator</b>
1	Call to Order/Approve Minutes	C. Chafin
2	Guest Speakers	Joe Reed, Internal Audit
3	Officer Reports	C. Chafin, M. Marefat, G. Haynes, C, Harper, and C. Larmour
4	Committee Reports	Committee Chairs
5	Items from the Floor	
6	Adjournment	C. Chafin

**Action Items**

<b>Item</b>	<b>Assigned to</b>	<b>Due Date</b>

**Notes**

Topic	Discussion
1. Call to Order/Approve Minutes	<ul style="list-style-type: none"> <li>• Call to order at 1:05.</li> <li>• Minutes were approved from November.</li> </ul>
2. Guest Speaker	<ul style="list-style-type: none"> <li>• I have three items to present to you today, and of course, I'm happy to answer any questions you may have as well. First, we have our third candidate for the position of Vice President for Land Grant Engagement at the Martin Gatton College of Agriculture, Food, and the Environment.</li> <li>• This third candidate will be on campus today and tomorrow, and the schedule has been posted. I encourage you to participate in the search as you're able. Comments on the candidate are expected to close at the beginning of next week.</li> <li>• After that, you can expect the President and Provost to make a decision and communicate the outcome to the campus. We hope to announce the new Vice President and Dean within the next few weeks.</li> <li>• The second update is regarding the December Board of Trustees meeting, which will take place on December 2nd and 3rd, a Monday and Tuesday. The meetings will be held in the Harris Ballroom of the Student Center, as is typical.</li> <li>• A key topic for discussion will be the financial allocation models, specifically focusing on how our colleges receive additional resources. This year, we will be looking at the college productivity model, which is strongly influenced by research productivity.</li> <li>• Dr. Ilhem Messaoudi, our acting Vice President for Research, will also present on research productivity, including how research is funded—whether externally by agencies like NIH, NSF, or state agencies, or internally by the university.</li> <li>• Sometimes we hear about "unfunded research," but it's important to clarify that there is no such thing as unfunded research. While it may not be funded externally, the university itself often provides the funding, and the amount is substantial. A few years ago, it was reported to exceed \$100 million, highlighting the significant resources involved.</li> <li>• We'll also discuss the college productivity model in relation to research output. Additionally, we anticipate accepting more than \$9 million in philanthropic gifts, which we will ask the Board to approve on behalf of the University.</li> <li>• A few years ago, we shifted to a model where we ask Deans to raise funds for infrastructure projects. Typically, we expect them to raise about a third of the cost through philanthropy. Dean Jennifer Greer is bringing a \$2.5 million gift to support Pence Hall, making her the second Dean to meet this commitment. Previously, Dean Missy Vernon met the same goal for the Gray Design Building. These are exciting philanthropic opportunities.</li> <li>• Lastly, an update on the GRs and AR project. The GR project is progressing, and all items are in place and active. As for the ARs, there are currently 116 administrative regulations under review. We expect this number to be reduced to around 40 by the end.</li> </ul> <p>One AR has already been published for review—the regulation regarding the Faculty Senate. Based on campus feedback, it is now being finalized. There will be subsequent waves of ARs for review, with each one being open for campus feedback for at least a week before implementation. Please keep an eye out for these and provide feedback if you can. Even if you're not directly on a review group, this is an opportunity for all of us to engage. The Internal Audit function at the University of Kentucky supports institutional excellence by providing independent, objective assurance and advisory services to help units fulfill their responsibilities effectively. It ensures accountability through a "three lines of defense" model:</p>

	<ol style="list-style-type: none"> <li>1. <b>First Line of Defense:</b> Units execute policies and manage their responsibilities.</li> <li>2. <b>Second Line of Defense:</b> Process owners and compliance entities provide oversight, training, and policy guidance.</li> <li>3. <b>Third Line of Defense:</b> Internal Audit evaluates the effectiveness of policies, practices, and risk management, ensuring alignment with institutional objectives and reporting to the governing body.</li> </ol> <p>Internal Audit is not a compliance entity but works collaboratively with compliance units to provide "reasonable assurance" rather than absolute guarantees. Their approach includes reviewing policies, assessing workplace practices, identifying trends, and addressing risks to improve processes.</p> <p>They prioritize transparency, professionalism, and confidentiality while striving to foster a respectful and cooperative environment. Their work plan, presented annually, focuses on high-risk areas such as contract management and process evaluation to enhance operational efficiency and integrity.</p>
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3. Trustee Report	<ul style="list-style-type: none"> <li>• No report.</li> </ul>
5. Officer Reports	<ul style="list-style-type: none"> <li>• Chair Chafin:</li> <li>• <b>President's Advisory Council Nominations Update:</b> <ul style="list-style-type: none"> <li>• Earlier this week, a call for nominations was sent out for the newly established <b>President's Advisory Council</b>.</li> <li>• This council, approved by the Board of Trustees, includes representation from shared governance groups, including a Staff Senate representative and a university-wide staff member.</li> <li>• As Chair, I will serve as the elected leader representing the Staff Senate, alongside the Chairs of the Faculty Senate and Student Government Association.</li> <li>• The council's composition requires us to nominate a university staff member for a one-year term. The President will select this representative from a list of names provided by us.</li> <li>• The list of nominations will be reviewed by the Executive Committee following this meeting, where we will vote on five names to forward to the President.</li> <li>• This update is shared to ensure full transparency regarding the nomination process.</li> </ul> </li> </ul> <p><b>Attendance and Membership Update:</b></p> <ol style="list-style-type: none"> <li>1. <b>Attendance Policy Reminder:</b> <ul style="list-style-type: none"> <li>○ Attendance is crucial to the work we do as a body, and we are proactively enforcing our bylaws this year.</li> <li>○ If you are unable to attend a meeting, please email <b>Jenny</b>, our Secretary, and copy <b>Bobby Joe</b> for record-keeping purposes. You may also include me if needed.</li> <li>○ Accurate attendance records are vital to maintain the integrity of our work and ensure effective collaboration.</li> </ul> </li> <li>2. <b>Membership Updates:</b></li> </ol>

- This year, we have had **six senators step down** for various reasons:
  - Two have left the University to pursue other opportunities.
  - Four have stepped down due to workload constraints.
- Senators who have stepped down include:
  - **Caleb Gray**
  - **Harrison Levans**
  - **Farhad Rezai**
  - **Stephanie Zapata**
  - **Kristen Pickett**

**3. Attendance Violation Resolution:**

- **Senator Blaine** exceeded the allowable number of absences and presented a statement to the Executive Committee during the November meeting.
- The committee has brought this matter before the full Senate for resolution.
- Senator Blaine will have **two minutes** to provide a statement. Following this, the floor will open for a limited debate period of **10-15 minutes** before a vote is conducted.

**Statement from Senator John Blaine**

Good afternoon, everyone. My name is John Blaine, and I work in the Office of Health Disparity at UK Healthcare.

First, I want to thank you all for this opportunity to advocate for myself. I am very active in my committee work, and my committee chair will speak to that shortly. However, I must apologize to the body for my absences.

The work of the Staff Senate is incredibly important. I've witnessed firsthand how ideas, like parental leave policies, have transitioned from concepts to actual policies because of the efforts of this group.

Through my time in the Senate, I've gained invaluable skills. Serving as a committee leader has helped me grow professionally, taking me from a STEPS employee to a director of my own department. Beyond professional growth, I've built meaningful friendships and connections that I deeply value.

When asked to provide a statement about my absences, I reflected on the reasons behind them. I could have mentioned health challenges, being understaffed in my unit, or family obligations. But I recognize that every Senator faces similar challenges. These contexts, while valid, don't change the outcome—being absent means not contributing, not sharing my voice, and not participating.

I am here to express my commitment to change. Moving forward, I will prioritize my responsibilities to this body. I will ensure that if I am unable to attend a meeting, I will communicate proactively with Secretary Jenny, as I did for my most recent absence.

I ask for the opportunity to continue serving, contributing, and prioritizing this commitment to the Staff Senate. Thank you.

- The Senate voted to keep Senator Blaine; his attendance record will reset beginning today.

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	<p>Vice Chair:</p> <ul style="list-style-type: none"> <li>• The January speaker is Jake Lemon, Vice President for Philanthropy and Alumni Engagement and Chief Philanthropy Officer. Please submit any questions for him by the first Thursday of the month, as our meeting is scheduled for the second Thursday.</li> <li>• As a heads-up, the February speaker will be Frederick Martin, AVP for Human Resources with UK Healthcare. This information is also available on our website.</li> <li>• Secretary: no report</li> <li>• Treasurer: no report</li> <li>• Parliamentarian: no report</li> </ul>
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<p>6. Committee Reports</p>	<p><b>Bylaws:</b></p> <p>The Bylaws Committee has been diligently benchmarking and reviewing staff councils and senates across the U.S. and within UK, alongside studying the new Faculty Senate administrative regulations. We've also been gathering feedback and guidance from Dr. Monday and President Capilouto regarding their vision for shared governance bodies. This process takes time, and we appreciate your patience as we balance this work with our full-time roles—like all of you, we are volunteers, including Chair Chapin.</p> <p>The email I sent yesterday addressed a key area we need to tackle: composition. It directed you to a dedicated webpage, not accessible through our main navigation, as it is currently intended for senators only. This page outlines our process, provides context, and offers a link to a survey focused on composition. The survey is not an official vote but an opportunity to collect your feedback at your convenience. Additionally, the page includes FAQs that we update as new questions arise, ensuring transparency and clarity.</p> <p>We've also planned listening sessions, some casual and others more structured, to gather further input. Attendance at these sessions is optional. If you can't participate, please contact me or another committee member to ensure your voice is heard.</p> <p>A key topic we're addressing is the number of senators. Currently, we are allotted 175 seats, though we typically operate closer to 165 after accounting for ex officio members. However, we have never filled all 175 seats. The Bylaws Committee is considering recommending a reduction to 100 senators, but we want your feedback before making a final decision.</p> <p>The survey includes questions about both the administrative regulation (AR), which defines our broad structure and responsibilities, and the standard operating procedures (SOPs), which detail our internal operations. These dual documents will ensure clarity and functionality moving forward.</p> <p>This discussion highlights a lot of important considerations as the Staff Senate evaluates reducing the number of Senators to 100. Here's a brief recap of key points and themes from the conversation:</p>
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**Core Discussion Points:**

1. **Current Senate Size and Challenges:**
  - The Senate currently operates with 175 members but effectively manages closer to 165 due to ex officio positions.
  - Historical attendance often fails to meet the full number, raising the question of operational efficiency with a large body.
2. **Benefits of Reducing to 100:**
  - Streamlining numbers could improve participation and attendance.
  - A smaller group might be more manageable and allow meetings to be held in consistent venues, like the Senate Chamber.
3. **Sector Representation:**
  - There are challenges in balancing representation across sectors, particularly as staff roles and reporting structures (e.g., healthcare vs. academic units) can blur traditional sector lines.
  - The goal is to ensure fair representation without any group dominating the Senate.
4. **Proportional vs. Equal Representation:**
  - Proposals lean toward an equal split among sectors rather than proportional representation, to avoid one area (e.g., healthcare) overshadowing others due to its larger size.
5. **Flexibility for Future Growth:**
  - Consideration is being given to language like “no fewer than” or “no more than” 100 Senators to allow adjustments for future growth.
  - Adjustments to sector-specific seat allocations could be governed by internal SOPs rather than requiring formal changes to ARs (Administrative Regulations).
6. **Comparison with Faculty Senate:**
  - Faculty Senate has 38 voting members (2 per college) for a smaller population (3,000–4,000 employees), compared to the proposed 100 Staff Senate members for 14,000–25,000 full-time staff (depending on data scope).
7. **Survey and Feedback:**
  - A survey has been distributed to collect input, with committee discussions expected to finalize a recommendation by February.
8. **Operational Considerations:**
  - The number of Senators directly impacts committee structures, responsibilities, and overall Senate functionality.

**Next Steps:**

- Encourage Senators to provide feedback via the survey or direct communication with the committee.
- Focus on refining the recommendation for the number of Senators by February 1, 2025, so planning and implementation can move forward efficiently.

**One Community Committee:**

This discussion highlights several key points and initiatives being considered by the committee. Below is a summary of the major takeaways and areas where feedback or ideas are encouraged:

	<p><b>Committee Name Change</b></p> <ul style="list-style-type: none"> <li>• <b>Background:</b> Earlier in the year, the committee underwent a name change to "One Community Committee," but members are now reconsidering a longer-term name that better fits their mission.</li> <li>• <b>Call to Action:</b> Suggestions for potential new names are welcome. These will be compiled and presented to the body for a vote at a later date.</li> </ul> <p><b>Engagement with Employee Affinity Groups (EAGs)</b></p> <ul style="list-style-type: none"> <li>• <b>Initiative:</b> The committee is working closely with HR and the Employee Affinity Group Leadership Council to strengthen the connection between Staff Senate and EAGs.</li> <li>• <b>Goals:</b> <ul style="list-style-type: none"> <li>○ Advocate for better visibility and resources for existing EAGs (e.g., restoring EAG information pages and contact methods).</li> <li>○ Establish clearer processes for employees interested in creating new EAGs.</li> </ul> </li> <li>• <b>Progress:</b> <ul style="list-style-type: none"> <li>○ HR is hiring a dedicated staff member to act as a liaison for all EAGs.</li> <li>○ A February kickoff meeting is planned with the EAG Leadership Council to discuss future collaboration and support.</li> </ul> </li> <li>• <b>Actions Taken:</b> The committee has met with HR and EAG representatives to initiate discussions and share ideas for improved collaboration.</li> </ul> <p><b>Future Plans and Participation</b></p> <ul style="list-style-type: none"> <li>• <b>Open Invitation:</b> EAG Leadership Council members and the forthcoming HR liaison will be invited to committee meetings to ensure ongoing communication and alignment.</li> <li>• <b>Feedback Needed:</b> Staff members are encouraged to provide input on: <ul style="list-style-type: none"> <li>○ How the committee can better support EAGs.</li> <li>○ Suggestions for improving visibility and processes for EAGs within the university.</li> </ul> </li> </ul> <p>Let me know if you'd like assistance drafting potential new names for the committee, ideas for supporting EAGs, or any other follow-up items.</p>
7. Items from the Floor	No items from the floor.
8. Adjournment	<ul style="list-style-type: none"> <li>• Motion to adjourn at 2:52 by Senator Sorrell with a second by Senator Carroll.</li> </ul>