

Commission on Staff Policies and Affairs

325 Burruss Hall
November 18, 2008
3:30 PM

Present: Judy Alford, Robin Atkins, Jean Brickey, Becky Cumbee for Melissa Simpkins, Vishal Gandhi, Adam Hamad, Cathy Hill, Hal Irvin, Maxine Lyons, Brett Shadle, Tom Tucker for Sue Ellen Crocker

Absent: Catherine Caldwell, Lay Nam Chang, Alicia Cohen, Cindy Koziol, Mike Naff, Don Taylor, Tom Wertalik

Guests: Judy Ridinger, Human Resources

Chair Maxine Lyons called the meeting to order at 3:35 pm. The minutes of the October 1, 2008, meeting were approved electronically

1. Winter Closing Discussion – Hal Irvin

Dr. Irvin presented the commission with a revised proposal for the winter closing. Changes include no additional holidays for 12-month faculty and change two holidays to floating holidays for staff. This approach would prevent employees hired in late November or early December from having to take leave without pay during the holidays. Another approach would be to just use annual leave; however, this would adversely affect newly hired employees. In response to a question about using authorized closing leave, this leave is intended for emergency closings and would not be appropriate for holiday closings. It is also recognized that some areas need to be staffed during all or part of this time and accommodations will be made as needed. Facilities estimates that the university will save approximately \$20,000 a day in energy and lighting costs by closing during this time.

Dr. Irvin will prepare a resolution for the December 16 commission meeting. If approved, it will then be sent through the governance system.

There being no further business, the meeting adjourned at 4:35 PM.