



STAFF SENATE

ATHENS STATE UNIVERSITY

Staff Senate Meeting
March 11, 2022 10:00am
McCandless Hall- Griffin Auditorium

Present: Chris Latham, Beth Jenkins, Juliana Hunt, Pam Clark, Kim Dunnavant, Kayla Kohanek Tankersley, Frank Eskridge, Christen Lott, Pam Bridges, Barbara Ferguson, Joy Clark, Morgan Stanford.

Visitors: Derrek Smith, Jeff Powers (Staff Senate meetings are open to all staff. Discussed inviting all staff to meetings.)

1. **Meeting called to order** at 10:00am by Beth Jenkins.
2. **Acceptance of minutes from January 21, 2022-** Minutes accepted and approved without changes.
3. **New Business:**
 - a. **Jeff Powers- Overtime and Compensatory Time-** Staff Senate invited Jeff to speak about the overtime and compensatory time policy updates. He discussed the following:
 - Fair Labor Standards Act (FLSA)- states that any hours worked over 40 (worked- any leave taken does not count towards this 40 hours) in a week (Wednesday thru Tuesday). For example: if an employee works on Saturday they can adjust their hours and take off Monday but it would not be time and a half because they are just adjusting their work schedule that week.
 - Exempt- paid to do a job, hours are not considered. However, this may differ during campus closed days. Days/time off to make up for overtime may be awarded at discretion of the supervisor (no forms just between supervisor and employee). Concerns were expressed about supervisors being aware of this option for their employees. Supervisors are not required to allow exempt employees time off for time worked.
 - Non Exempt- paid for hours worked. Non Exempt employees must ask for prior approval before working overtime (if possible). Non Exempt employees have a choice between being paid for time and a half or time off at time and a half.
 - Compensatory Time- time and a half if you've worked over the 40 hours in that work week
 - Weather Days- Someone asked if campus closes due to inclement weather and someone chooses to work can employee still get paid? Unsure- He will get more information and get back to us. Essential workers are identified ahead of time and may be required to come to campus during campus closures.
 - Only approval to work remotely at this time is due to a COVID-19 related issue.
 - We can send specific questions to Jeff and he will get the answers to us. May do brown bag lunch meetings when policies change (regularly/quarterly).

b. Staff Mentor Program- Assignments have been made. New employees can opt out, it is not required.

c. Booty Award- Send email to Staff to start accepting nominations immediately thru Friday April 1. Voting starts Wednesday April 6 thru 20th.

d. Staff Appreciation Luncheon- Booked ballroom April 27th 11:30am-1:00pm. Donna Coleman- Guest Speaker (Bicentennial and change- current chair of foundation board, alum), Monteia is looking at food options and quotes. Foundation will pay expenses. Bicentennial theme- The subcommittee will get together to discuss further.

4. Old Business:

a. Flower Fundraiser- \$1000 to donate to full tummy project. Present at next Staff Senate meeting in April

b. Departmental Meet and Greet- David Walker and ATLAS will do first session. Last week of March. Will get set date- and Chris will get flyer/info out.

5. Meeting Adjourned at 10:52 am.

Minutes respectfully submitted by Kayla Kohanek Tankersley