

Sam Houston State University

Meeting Minutes

January 18, 2006

1. Call To Order
 - a. The meeting was called to order by Jacob Spradlin at 1:33pm
 - b. Minutes from November 9, 2005 meeting were reviewed; motion to approve made by Renee' Starnes and seconded by Dr. Fleming; minutes were approved
2. Committee Updates
 - a. Election
 - b. Communication
 - c. Public Relations
 - d. Administrative Issues
 - e. Staff Development
 - f. Campus Enhancement
 - i. There is a wooden structure near the Library which should probably be demolished; maybe the replacement could be metal (more attractive and lasts longer)
 - ii. Renee Starnes will check on this
3. Old Business
 - a. Grievance Report
 - i. Discussion by Dr. Fleming on several issues:
 1. does this cover staff who teaches?
 2. panel members should be balanced with staff from different areas of University
 3. is there a need for system attorney to review?
 - ii. Discussion was tabled until more information is available concerning these and other issues
 - b. An individual asked if a supervisor signature required for a lateral move. Jacob will check with Human Resources.
4. New Business
 - a. Delma Jackson announced she is retiring as of 1/31/2006. Her replacement will be the first alternate; will be announced at next meeting
5. Discussion Items
 - a. Next meeting- vote on grievance report if no more discussion
 - b. Jacob Spradlin will check with H R about required signatures.
 - c. Renee Starnes will check on temporary structure
6. Adjournment
 - a. Motion to adjourn made by Joellen Tipton
 - b. Motion to adjourn was made by James Vanroekel
 - c. Meeting adjourned at 1:59pm.