

UNA Staff Senate

November 10, 2025

10:00 AM

GUC Rm. 200

- I. Call to Order – President Anna Leigh Rossi began the meeting at 10:04am.
- II. Roll Call (Senators, Proxies, & Visitors) – Members present and comprising a quorum were: Mr. Adrian Miller, Ms. Amanda Willingham, Ms. Anna Leigh Rossi, Ms. Bretta Cagle, Ms. Cala Flippo, Ms. Catherine Martin, Ms. Debbie Williams, Dr. Kathleen Richards, Ms. Erin Witscheck, Ms. Hollon McCullar, Ms. Janet Jones, Mr. Jarrod Russell, Mr. Jeremy Martin, Ms. Kari-Kay Cassady, Ms. Mary Harber, Ms. Megan Simmons, Ms. Michele Aycock, Ms. Molly Mathis, and Ms. Salena Denton. Mr. Mike Nelson as Proxy for Ms. Anna Milwee, and Mr. Mickey D. Price as Proxy for Ms. Kendra White. Ms. Hope Buckley and Mr. John LeMay were absent with no Proxy.
- III. Approval of Agenda – Ms. Kar-Kay Cassady made a motion to approve the agenda. Ms. Cala Flippo seconded and the motion carried.
- IV. Approval of Minutes – Mr. Jeremy Martin made a motion to approve the October 2025 meeting minutes. Ms. Debbie Williams seconded and the motion carried.
- V. Staff Senate President’s Report –President Anna Leigh Rossi shared that the Shared Governance Executive Committee has been tasked with reviewing the recommendations from the Review of Shared Governance Policies and Practices (report). She has asked that all Senators share the report with their constituents and constituents submit any recommendations via the available Qualtrics form by November 18, 2025. President Anna Leigh Rossi also shared that open enrollment for FSA and HSA account is currently available until November 14th. Additionally, the updated Staff Senate Bylaws have now been posted on the Staff Senate website.
 - a. Staff Attitude Survey – President Anna Leigh Rossi’s shared that results from the survey have been posted on the Staff Senate website.
 - b. Staff Merit – No report.
 - c. Staff Visibility – Ms. Megan Simmons shared that Staff Senate is planning to host another Cookie and Cocoa event this year on Thursday, December 11th in the GUC Banquet Hall A from 2-3pm.

The Visibility Committee is requesting donations of door prizes for giveaways, and they ask that all Senators plan to attend.

- d. Distinguished Staff Employee of the Year – No report.
- e. Staff Affairs – Vice President Bretta Cagle is waiting to hear from HR regarding next steps for the proposal to add search committee requirements for certain staff positions. The Staff Affairs committee is looking at January 21st as the date to hold the Insurance offerings presentations – there is consideration around making it a smaller event, perhaps with morning and evening options. A Qualtrics survey is being discussed as a way to gather interest as well.

VI. Unfinished Business – None

VII. New Business –

- a. Updated bylaws have been posted to the UNA website.

VIII. Discussion –

- a. President Anna Leigh Rossi shared a reminder about cleaning services and the proper chain of reporting, highlighting that constituents should enter work orders as needed and let their respective building coordinator know if the submitted work orders are not being completed.
- b. Additional discussion points centered on summarized information from campus meetings as shared with Senators and consistent Senator communication to constituents.

IX. Announcement – President Anna Leigh Rossi announced the next Staff Senate meeting will be on Monday, December 8th, 2025 at 10am in GUC Rm. 200.

X. Adjournment – President Anna Leigh Rossi adjourned the meeting at 10:30am.