

Minutes of Special Meeting of the Staff Senate
November 25, 1991

The Staff Senate held a special meeting on November 25, 1991, in the College of Veterinary Medicine, Phase II, to consider staff suggestions for the university's budgetary contingency plan. The meeting was called to order at 5:32 p.m. by Sheri McConnell, president.

After calling the roll, President McConnell introduced Russ Cole, chair of the Classified Staff Affairs Committee, and Lisa Barroso, CSAC vice chair. Cole gave a presentation on CSAC suggestions for the university's budgetary contingency plan (see attachment). Cole said that a memorandum and list of suggestions for addressing budget cuts, which he distributed to Staff Senators, went to President McComas on November 25. He indicated the importance of staff making full use of its voice in the governance system and presenting its thoughts in a thoughtful and constructive manner. The suggestions presented by Cole, which did not single out particular colleges, departments, or individuals, fell into categories of savings under "Salaries/Positions," "Furloughs," "Operational," "Transfer of Funds," and "Reorganization."

Following the presentation, President McConnell opened the floor for discussion. Senators made several suggestions for the budgetary contingency plan. The motion was made and seconded to send a letter by November 26 endorsing the CSAC efforts and including additional Senate suggestions to President McComas, copying Mr. Minnis Ridenour and Dr. red Carlisle. Motion passed.

A letter was drafted during the meeting by Senator John Rudd that included the following recommendations from Staff Senate:

- Ensure that retirement and time of service will suffer no adverse effects before implementing furloughs.
- Institute a sliding scale based on salary level for faculty and staff if furloughs are necessary.
- Implement and mandate a program for the Motor Pool to coordinate interuniversity car-pooling.
- Assign a postal code to Northern Virginia offices and have Mail Services send mail in bulk form daily to NOVA via UPS.
- Establish a mechanism to control the hourly rate on wage positions that are filled by retired employees.
- Stop all reallocation of positions.
- Stress energy conservation and mandate thermostat settings.

The meeting adjourned at 7:10 p.m.