Wednesday, August 9, 2017
Meeting Minutes

Senators Present: Beth Adair, Diana Burroughs, Kevin Carter, Jason Cole, Jenna Davidson, Jason Davis, Julia Dossett Morgan, Shelby Fiegel, Roger Gelwicks, Lesley Graybeal, Gina Haddick, Lori Hudspeth, Carmesha Jemerson, Kristin Jetts, Kimberly Klotz, Lesley Knox, Alyson McEntire, Susan Peterson, Brandon Price, Karen Pruneda, Erica Ruble, Marie Smallwood, Jaleesa Thomas

Senators Absent: Kimberly Ashley-Pauley, Tachia Awbrey, Austin Dodson, Nadia Eslinger, Nena Harness, Kristin Heffington, Thomas McDaniel, Tyra Phillips, Steven Shook, Tracy Spence

I.   Call to Order

A. President Ruble called Staff Senate to order at 10:01 am on August 9, 2017, in Wingo Hall 315.

II.   Acknowledgement of July 26, 2017 Meeting Minutes

A. President Ruble acknowledged the electronic approval of the last meeting's minutes.

III.   Officer Reports

A. President, Erica Ruble

1. Dr. Chris Davis, the VP of Information Systems & Technology (IST), has invited Staff Senate to be part of his division's peer review. Staff Senate's involvement would be on Tuesday, September 26, 2017, at 9:00 am in Wingo Hall 315. Three chief information officers from other universities will be present to give an external review of UCA IST's operations. For any questions, contact Senators Roger Gelwicks (rgelwicks@uca.edu) or Jason Cole (jrcole@uca.edu).

2. The next regular Board of Trustees meeting will be on August 18, 2017, in the board room in Wingo Hall. Once the agenda is posted, contact President Ruble if there are any items that she should address to represent Staff Senate.

3. President Ruble encouraged senators and their constituents to attend the campus forum for the chief of police candidate Tom Saccenti later that day.

B. Vice President, Lesley Graybeal

   1. Senators have been assigned to Senate and University committees. Senators who are on more than four committees and would like to not serve on one of them should contact Vice President Graybeal (lgraybeal@uca.edu).

C. Secretary, Roger Gelwicks

   1. No report

D. Treasurer, Beth Adair

   1. No report

E. Parliamentarian/Historian, Brandon Price

   1. No report

F. Ex Officio, Kevin Carter

   1. No report

IV. Senate Committee Reports

A. Courtesy Committee

   1. The committee sent retirement, sympathy, get well, and congratulations cards to several individuals on campus.

B. Emergency Fund Committee

   1. The committee received one application and is reviewing it.

V. University Committee Reports

A. No reports

VI. Old Business

A. None

VII.   New Business

    A. None

VIII.   Good and Welfare

    A. UCA Alumni will have a Night Under the Stars event at the Planetarium on August 21, 2017. Admission is a $10 donation per person. Footage from NASA's coverage of the eclipse will be shown in 15-minute intervals starting at 5:00 pm. The new fall showing will premiere at 7 pm. Food and beverages will be provided.

    B. Student Accounts is now instituting tuition payment plans completely online. The Student Accounts website details the new process with a video (uca.edu/studentaccounts/payment-plans).

    C. Career Services

        1. Make sure to send new student worker position listings to Career Services so that they can guide students to apply.

        2. Student worker training is available through the Step Ahead event on Thursday, September 7, 2017. This twenty-minute session will run at both noon and 1:40 pm (x-period). Contact Robyn Williams (robynw@uca.edu) with any questions.

    D. Arkansas Coding Academy had an announcement on Monday, August 14, 2017, which was for the apprenticeship program in association with Metova.

    E. Single tickets at Reynolds Performance Hall went on sale on August 7, 2017. Education series reservations also opened on August 8, and half the available reservations filled up on the first day.

    F. University Relations and Creative Services (URCS)

        1. There are new promotional materials printed in time for the upcoming semester, including new campus maps, posters, etc.

        2. The graphic design and identity guide has been updated.

        3. The BEARSHARE Brand Portal has launched via the Communications Toolkit (uca.edu/toolkit). The toolkit includes brand guidelines, templates, print materials, etc. that any UCA employees can access. Training for advanced features and processes (such as editing templates) is available.

4. URCS now has new training opportunities. Registration and details for all these events are listed at the Communications Toolkit training series webpage (uca.edu/toolkit/toolkit-training-series/).

   a) Every Third Thursday (ETT) Training is a new monthly event with different topics offered each hour throughout the day. This training series is hosted in the URCS offices in Wingo Hall 113.

   b) Lunch-and-learn training is available four times this next year. These events are held from 11:30 am to 12:30 pm in Wingo Hall 210.

   c) Webinar training opportunities are also available (including topics such as WordPress, copyediting, etc.) starting on September 4, 2017. These webinars last from 11:00 am to noon.

G. Student Services has released the Welcome Week schedule (uca.edu/orientation/files/2015/07/WW2017Schedule-WEB.pdf). Welcome Week is August 20-24, 2017.

H. Update on campus construction projects

   1. The fountain in front of Irby Hall is almost finished being renovated; this should be complete before the fall semester begins.

   2. Mashburn Hall's roof is still under repairs.

   3. Old Main is done being waterproofed.

   4. Hughes Hall will start being renovated in November. This project will include installing a new heating/cooling system, new polished concrete floors, fresh paint, and restrooms. This project is in the design phase.

I. Summer Commencement is August 11, 2017.

J. The next regular Board of Trustees meeting will be on August 18, 2017, in the board room in Wingo Hall. Following the meeting is the board lunch, followed by the Mirror room rededication, which is a drop-in event.

IX. Adjournment

A. The meeting was adjourned at 10:28 am by President Ruble.