

STAFF

SEN



Represent, Serve & Recognize

Wednesday, January 27, 2016 Meeting Minutes

Call to Order

The UCA Staff Senate was called to order at 10:02 a.m. on Wednesday, January 27, 2016 in Wingo Hall 315 by President Stanton.

Roll Call

Senators Present: Kimberly Ashley-Pauley, Jennifer Boudreaux, Diana Burroughs, Kevin Carter, Shelby Fiegel, John Fincher, Lesley Graybeal, Chad Hearne, Kristin Heffington, Lori Hudspeth, Mary Jackson, Carmesha Jemerson, Aaron Knight, Joslyn Kuykendall, Alyson Lentz, Susan Peterson, Erica Ruble, Gary Sieg, Marie Smallwood, Marcia Smith, Tracy Spence, Colin Stanton, Lula Tyus.

Senators Absent: Aniaya Henderson, Apryl Jackson, Kandace Keeney, Leslie Knox, Tyra Phillips, Brandon Price, Jennifer Ruud

Minutes

The January 13, 2016 meeting minutes were approved electronically January 19, 2016.

Guest

- Dr. Graham Gillis spoke with Senators on the Fair Labor Standards Act. The Act recognizes two basic categories of employees: exempt and non-exempt. If an employee's position is classified as non-exempt, the normal work week is 40 hours. When determining the number of hours worked by an employee within a given work week, time spent on Annual Leave, Sick Leave and holidays will not be counted as time worked. Any leave or holiday time included in a work week that results in an excess of 40 hours is to be compensated at straight time rates only. After excluding holiday and leave time from the total hours worked, if there are still excess hours over 40, that time is to be compensated at time-and-a-half. If the manager determines that it's in the best interest of the University to give monetary compensation for the overtime worked, documentation must be provided and it must be approved by the department head and appropriate VP. The Act limits the amount of compensatory time most employees can accrue up to 240 hours.

Officer's Reports

President, Colin Stanton

- W-2's are ready online in myUCA.
- SPTF met Tuesday, January 26 and voted on whether to push a draft of the full strategic plan out to campus for feedback and the vote passed. The plan is online in myUCA, under resources tab in SPARC channel. There will be 6 campus forums the week of February 8th to solicit feedback from everyone. Exact times and locations are being considered at the moment.
- Presidents Meeting took place Monday, 25th and discussion on final or semifinal decision on concurrent credit with our students at Conway High School will be out soon.
- Parking issues on campus was discussed but not sure there will be any movement on the topic.
- Budget workshop coming up for Board of Trustees will be held here in Conway, March 31st.

Vice President, Kevin Carter

- No report

Secretary, Jennifer Boudreaux

- No Report

Treasurer, Erica Ruble

- Handout on account balances

Parliamentarian/Historian, Tyra Phillips

- No Report

Staff Senate Committee Reports

- EOY nominations are now open.

Courtesy, Mary Jackson

- Congratulations
Jessica Remetic – birth of son
- Sympathy
Berdie Eubank – loss of sister-in-law
Rhonda Roberts – loss of father
- Get Well
Tyra Phillips – surgery on foot
- Thinking of You
Larry & Donna Lawrence – son has cancer
Marcia Smith – son in an accident
Wendy Holbrook – mom had surgery for spots on her lungs

University Committee Reports

- Student Success and Retention Council met January 21 and heard updates from Dr. Jonathan

Glenn on the work for the SPTF. Members updated the council on the work going on in their respective areas.

- Donaghey Task Force met Monday, January 25th to brainstorm ideas about transportation for bicyclist, walkers, etc...on how to cross Donaghey safely and how to tie the campus with the new central landing development across town. Plans for a pedestrian walkway to tie that to our campus.
- **Old Business**
- None

New Business

- Balance in our Staff Senate Continuing Fund sits at \$52,526 with \$15,000 being transferred from the Board of Trustees. This is the fund which we have solicited proposals from people around campus, such as bear carving, filtration systems, etc...Would like to open it back up to the campus community in the spring to present Senate with some ideas and projects that can be funded out of the Continuing Fund.
- Concerns of filters on water filtration being cleaned on regular basis.
- Senate changes coming with IST being it's on division now.

Good and Welfare

- Housing is having room changes taking place. Application for next year starts in February. Students can pick their rooms and roommates online.
- Director of Assessments starts Monday, Ms. Shephard.
- Scholarship deadlines are coming up
- Career Services area happy to receive clothes for students in need.
- Student Day of Volunteer is March 12th.
- UCA Downtown will be open for Moonlight Madness January 29th.
- On March 4th, is UCA's first TEDX attendance part of the International TED Organization Tickets are \$40 for community and Faculty/Staff, \$20 for students.
- Student Accounts gave out 13 ½ million dollars in refunds. Mailing 1098 T's to those who have charges for education credit more than your scholarships or grants.
- ERI was on campus this week interviewing students & employees for new videos & commercials.
- Professional Development Applications for the 4th quarter opens up Feb. 1st.
- Scholarship Applications are still open through March 11th for staff members.
- February 7th is Recycle Mania. Campus email will go out.
- Student Activity Board is having a comedy show. Nick Canon Wild & Out is March 2nd at 8pm in Reynolds. He will be bringing comedians. Tickets are \$10 for students and \$15 for general public.

Adjournment

The meeting adjourned at 11:04a.m.by President Stanton.