



## Wednesday, November 12, 2014 Meeting Minutes

### Call to Order

The UCA Staff Senate was called to order at 10:03 a.m. on Wednesday, November 12, 2014 in Wingo Hall 315 by President Hearne.

### Roll Call

**Senators Present:** Chad Hearne, Colin Stanton, Tracy Spence, Heather Romine, Sandra Hooper, Diana Burroughs, Kevin Carter, Kristin Heffington, Anaiaya Henderson, Lori Hudspeth, Scott Isenga, Mary Jackson, Tiffany Johnson, Denicha Kemp, Aaron Knight, Joslyn Kuykendall, Linda Lentz, Susan Peterson, Tyra Phillips, Therese Pollard, Reggie Prevoe, Erica Ruble, Gary Sieg, Cheryl Theall, Lula Tyus, and Theresa White.

**Senators Absent:** Kimberly Ashley-Pauley, Arch Jones, Lindsey Osborne, Elizabeth Skinner, and Marcia Smith.

### Guests

#### Chief Technology Officer, Dr. Chris Davis

- Campus Technology Plan – This plan will unfold over the next five years depending on budget requests. Some highlights Dr. Davis expressed for the next two years:
  - Academic Year 2014-2015:
    - Email migration to Google Apps. This will be complete on March 23, 2015. To learn more go to [uca.edu/go/googleapps](http://uca.edu/go/googleapps).
    - Upgrades to the Disaster Recovery Site that is off campus with the intent to decrease the time required to bring the DR Site online if need be. Right now there is a five day window to restore services. The goal is to cut that down.
    - Blackboard is in the process of being migrated to managed hosting. This will move Blackboard from UCA's data center to a data center in Richmond, Virginia.
    - Begin Active Directory migration. The campus network will move from Novell to a Microsoft network. IT has worked with a consultant to form a plan.
  - Academic Year 2015-2016:
    - Engage in the beginnings of a Campus Technology Refresh Program. This program will make it possible that everyone gets a new computer every four years. Every year, ¼ of computers on campus are cycled out.
    - Hiring additional staff for IT department. The positions will be a couple of network people and an extra Help Desk person with evening and weekend hours.
    - Begin replacing campus fiber, so that data center connections are not lost.
    - Increasing Campus wireless coverage across campus, especially in residence halls and outdoor coverage.
    - Begin replacing Banner hardware, which are all the servers that Banner is kept on. This will take three years to complete. It has to be replaced once every five years.

### Minutes

The October 29, 2014 meeting minutes were approved electronically on November 3, 2014.

## **Officer's Reports**

### **President, Chad Hearne**

- President's Meeting – Met on November 6<sup>th</sup>. The new staff advocate is Kelley Erstine, the Chief of Staff. President Hearne is still trying to change Committee on Committees to a committee oversight group. Childcare Facility Task Force members have been confirmed. There is a possibility that the Veterans Day Committee will become a University committee.

### **Vice President, Colin Stanton**

- Reminder and encouragement to attend committee meetings and submit committee reports. Let Senator Stanton know if you have questions or concerns about the frequency of committee meetings.

### **Secretary, Heather Romine**

- Vicki Parish sent a thank you email to Staff Senate for the sympathy cards she recently received.

### **Treasurer, Tracy Spence**

- No Report

### **Parliamentarian/Historian, Sandra Hooper**

- No Report

## **Staff Senate Committee Reports**

### **Courtesy, Mary Jackson**

- Congratulations
  - Colin Stanton (birth of daughter, Harlow)
  - Diane Newton (finalist for CFO of the year)
- Get Well
  - Marsha Cartwright / Aramark (surgery)
- Thinking of you
  - Jennifer Whitehead (father has cancer)
- Sympathy
  - Sundae Fowler (loss of sister, Liz Bass)

### **WinterFeast, Cheryl Theall**

- The President's Office confirmed that they will be paying for the WinterFeast meal. The invoice has been sent. President's presentation may change. Senator Jackson and Senator Tyus are working on a supply list for decorations. Senator Phillips is working on the entertainment details. There will be a door or office area decorating contest. Individuals or groups may enter the contest. Tickets can be purchased at six locations across campus. These locations are stated in the WinterFeast emails. Everyone who attends WinterFeast must purchase a ticket. This year campus wide door prize donations are accepted.

### **Angel Bear Tree, Sandra Hooper**

- Tau Beta Sigma, the band fraternity has chosen Angel Bear Tree as their community project. They will be volunteering to help with setting up the Angel Bear trees, shopping for gifts, wrapping gifts, and adopting four Angel Bears. Senator Spence is going to purchase the gift bags and card stock. The Angel Bear trees will be located in the Student Center, Wingo, and the library.

### **Appointments, Colin Stanton**

- Jodi Oeth's position is still vacant. It has been vacant for thirty days, which makes it an at large position. The position is open to anyone on campus.

### **Football, Denicha Kemp**

- Thank you to all volunteers this football season! Human Resources sent an email about only using one day (8 hours) for the Holiday break this year. If anyone has already earned over the 8 hours, they will be allowed to use the time as normal comp. time up to 8 hours.

## **University Committee Reports**

### **SEED, Sandra Hooper**

- When buildings are built on campus they must be LEED (Leadership in Energy and Environmental Design) certified. After the buildings are complete they will receive a level award. The HPER Center received a silver award. We received a recycling bin grant from Coca-Cola and Keep America Beautiful. UCA received 40 recycle containers. UCA is using low flow irrigation

heads to save water and LED lighting to save electricity on campus. They will be installed as the money and time is available for each building. The Recycle Mania Competition begins February 1, 2015. UCA received a grant to renovate the creek east of the HPER Center to help with drainage. There will be two electric car charging stations by the HPER Center.

#### **Strategic Planning Committee, Chad Hearne**

- SPC– Met on November 6<sup>th</sup>. There was a report from the Shared Governance and Communication Task Force. It was decided that the Shared Governance Survey will stay the same until after the next HLC visit, which should be in Spring 2017, to keep the data consistent. SBAC new funding proposals will be presented November 13 in the board room. Anyone can attend, but only SBAC members can ask questions.

#### **Strategic Planning And Resource Council, Chad Hearne**

- SPARC– Randomly drew for who will present at what point during the SBAC new funding proposals presentation and set time limits. Discussed RFP for strategic plan revision bring a consultant on campus. President was invited to attend the December meeting to finalize the proposal.

#### **Student Success and Retention Council, Chad Hearne**

- SSRC – Colin Stanton is an invited guest on the committee. Provost Runge was at the meeting to help focus on fleshing out the enrollment management plan. Institutional Research is driving the enrollment management plan, but it is being tasked to the SSRC to set goals.

#### **Responsible UCA, Chad Hearne**

- Met on November 4<sup>th</sup>. Clint Kordsmeier from RICOH Corporation gave a presentation on a possible new printing solution (centralized printing and document imaging) for campus.

#### **Old Business**

None

#### **New Business**

##### **Non-Classified Vacation Accrual**

- Be It Resolved, the Staff Senate of the University of Central Arkansas requests non-classified staff accrue annual leave at the following rates beginning fiscal year 2016:

Years of Service	Monthly Accrual Hours
1-3	12
4-5	14
6+	15

Senator Isenga motioned to pass the resolution. Senator Tyus second. Motion Passed unanimously.

##### **Parking at Night**

- The issue about parking for staff at night when there are special events on campus was brought up. This will be looked into.

##### **Purchasing WinterFeast Tickets for Some Staff**

- The question was asked if Staff Senate could purchase some WinterFeast tickets for some staff members that cannot afford a ticket. This will be looked into.

#### **Good and Welfare**

Next Staff Senate meeting is December 10, 2014 at 10:00 a.m. in Wingo 315. November 26<sup>th</sup> meeting is cancelled.

Next Campus Talk is November 18<sup>th</sup> during X-period in COB Auditorium.

WinterFeast is December 4<sup>th</sup> at 11:30 a.m. in Student Center Ballroom.

Sylvia Childers retirement party is December 5<sup>th</sup> from 11:30 a.m. to 1:00 p.m. in the McAlister Mirror Room.

HPER Center grand opening is November 24<sup>th</sup> at 1:30 p.m. on the HPER basketball courts.

Next week, International Engagement is celebrating International Education Week. Study Abroad office website has a list of the events.

- World Fest Event will be November 18<sup>th</sup> from 1:00 p.m. to 3:00 p.m. in Student Center Court Yard.
- Study Abroad information section on November 20<sup>th</sup> during X-period. There will be guest from the Post Office, so people can apply/renew a passport.

### **Adjournment**

The meeting adjourned at 11:10 a.m. by President Hearne.