



Wednesday, April 23, 2014

Call to Order

The UCA Staff Senate was called to order at 10:00 a.m. on Wednesday, April 23, 2014 in Wingo Hall 315 by President Osborne.

Roll Call

Senators Present: Lindsey Osborne, Chad Hearne, Lori Hudspeth, Tracy Spence, Meghan Thompson, Stephanie McBrayer, Jane Andis, Kimberly Ashley-Pauley, Jennifer Boudreaux, Mark Heffington, Sandra Hooper, Mary Jackson, Arch Jones, Denicha Kemp, Aaron Knight, Linda Lentz, Josh Markham, Vicki Parish, Susan Peterson, Jack Phillips, Tyra Phillips, Heather Romine, Colin Stanton, Cheryl Theall, and Lula Tyus.

Senators Absent: Diane Farr, Tiffany Johnson, Aaron Knight, Joslyn Kuykendall, Kim McKee, Erica Ruble, Elizabeth Skinner and Theresa White.

Dr. Brad Teague, Athletic Director

Dr. Brad Teague, UCA Athletic Director, addressed staff senate to discuss the athletic budget. He distributed a handout that provided an overview of the athletic budget. Dr. Teague explained that the athletic budget is composed of four main revenue sources: student fees, external fundraising, auxiliary funding and educational and general funds. Athletic expenses include salaries, scholarships, team travel, medical, debt services and officials. Discussion followed.

Acknowledgement of electronic approval of April 9, 2014 minutes.

Officers Reports

President, Lindsey Osborne announced that Elizabeth Skinner will soon deliver her baby.

President Osborne attended the last presidents meeting until the fall term. There will be some type of proposal going before the Board of Trustees regarding the University Non-discrimination Statement. The Student Government Association awarded Dave Dennis as Ally of the Year.

President Osborne received an anonymous note regarding a concern about people listening to phone calls on campus. She brought it up with President Courtway and he was unaware of any such concern. President Osborne asked if these conversations could be requested under Freedom of Information. President Courtway stated that the conversations are not and only the number can be requested. No one can listen to phone calls without a warrant from a judge. Arkansas law states that this is a one-party consent state, meaning that either the caller or the person being called can record the conversation without the other party knowing. However, outsiders to the conversation cannot tap into lines or record without a warrant. Discussion followed.

The Non-classified vacation accrual was discussed, but a decision has not been made.

Vice President, Chad Hearne gave an update on Staff Senate elections. Electronic voting will be held April 28 - 30, 2014. Discussion followed.

Secretary, Lori Hudspeth – no report

Treasurer, Tracy Spence provided an update of Staff Senate accounts.

Parliamentarian/Historian, Meghan Thompson – No report

Staff Senate Committee Reports

Courtesy Committee, Mary Jackson reported that cards were sent to Stephen Hill, Deborah Melendez, Family of Addie Bailey, K. C. Poole and Thomas Kaufman. Senator Jackson also announced the Hans Pfiel is doing much better.

Staff Picnic, Tyra Phillips distributed a signup sheet for volunteers. The picnic will start the kick off for the cereal drive. There will be a table for donations by payroll deduction. The email will be going out for donations for the cake walk. Discussion followed.

Commencement Committee, Jane Andis announced that there were still spots for volunteers for the three ceremonies being held on Saturday, May 3, 2014.

By-Laws Committee, Meghan Thompson distributed the proposed Staff Senate By-Laws and announced that the Staff Senate will vote at the next regular meeting.

Front and Center Committee, Meghan Thompson announced that there were about two hundred participants at the Front and Center Reception. The campus initiative proposals email will be going out today. The final Front and Center event will be held in June and invitations will go to donors who have given this past year.

University Committee Reports

Student Success and Retention Council, Chad Hearne reported that Dr. Julia Winden-Fey gave a presentation on the Office of Student Success including the Summer Bridge Program and Supplemental Instruction Programs.

Strategic Budget Advisory Committee, Chad Hearne reported that the committee recognized the outgoing committee members. There was discussion on the Shared Governance Survey. There was also discussion about the vote that passed SBAC at the previous meeting stating that Disability Support Services' mandatory funding not be brought before SBAC in the future. Any additional budgetary needs to help the unit run smoothly or add extra programming should come through SBAC, but that federally mandatory support funding should be taken care of through their chain of command rather than through the new funding proposal process.

Strategic Planning and Resource Council, Lindsey Osborne met and discussed the Shared Governance Survey, reviewed terms and replacements for SPC and SBAC. New terms will start June 1 and committee orientation will be held. The Council of Deans minutes of April 9 regarding SBAC budget requests were discussed and Dr. Reese will follow up with Provost Runge and Diane Newton.

New Business

Previous notice was given by Meghan Thompson of the revisions to the Staff Senate By-Laws. Voting for the proposed Staff Senate By-Laws will be held at the next meeting. Discussion followed.

Officer nominations were as follows: Secretary - Erica Ruble and Denicha Kemp; Treasurer - Tracy Spence; Parliamentarian/Historian - Jennifer Boudreaux and Sandra Hooper; and Vice-President (President Elect) - Colin Stanton and Erica Ruble. Voting will be held during the May 14, 2014 meeting.

Good and Welfare

The Board of Trustees budget workshop will be held on Friday, April 25.

Spring Picnic will be Wednesday, April 30, 2014.

The Microsoft™ professional development training for April 30 will be rescheduled.

Happy Birthday to Stephanie McBrayer.

Student Worker of the Year is Michelle Ellington-Burns.

The meeting adjourned at 11:20 a.m.

Attachments:

- Spring Picnic Committee
- Commencement Committee
- By-Laws Committee
- Front and Center Committee
- Student Success and Retention Council
- Strategic Budget Advisory Committee
- Strategic Planning and Resource Council

Staff Senate Committee Name
Spring Picnic Committee
Date of Meeting
04/09/2014
Roll Call: Senators Present (please indicate if any voted via email)
Jennifer Boudreax, Joslyn Kuykendall, Chery Theall, Mary Jackson, Jane Andis, Tyra Phillips, Meghan Thompson, Denicha Kemp, Lula Tyus, Teresa White
New Business
Sonic is donating 30 - \$5 sonic cards to be used for employees who sign up for payroll deduction. Sign up sheet for senate members to volunteer will be presented at the next meeting.
Old Business
Everything is going according to schedule.
Submitted by
Tyra Phillips
Email
tyrap@uca.edu
Staff Senate Committee Name
Commencement Committee
Date of Meeting
04/09/2014

Roll Call: Senators Present (please indicate if any voted via email)

Jane Andis
Theresa White
Elizabeth Skinner

New Business

Discussed upcoming commencement on Saturday, May 3, 2014. There will be three ceremonies: 10:00 a.m., 1:00 p.m., and 4:00 p.m. An email will be sent out, by the end of the week, to campus staff asking for 8 volunteers for each ceremony.

Submitted by

Jane Andis

Email

janea@uca.edu

Date of Meeting

04/11/2014

Roll Call: Senators Present (please indicate if any voted via email)

By-Laws Committee

Sandra Hooper, Meghan Thompson, Lindsey Osborne, Chad Hearne

New Business

Final revisions added to the By-Laws.

Meghan talked to Tracy Spence (Treasurer) about financial Article revisions.

Previous notice of revisions will be made at Staff Senate meeting on 4/23/14

Submitted by

Meghan Thompson

Email

meghant@uca.edu

Date of Meeting

04/14/2014

Roll Call: Senators Present (please indicate if any voted via email)

Meghan Thompson, Tracy Spence, Kimberly Ashley-Pauley, Jane Andis, Tyra Phillips

New Business

Reception planning

Link to reception video: <http://video214.com/play/wnp3uNk0cPushXkl9FJTYg/s/dark>

Follow up from event: Around 200 attendees

The food was amazing!

Thank you to all senators that attended!

Next and Last Front and Center event will be luncheon in June for individuals that have donated to Foundation Funds.

Link to Our Campus Initiative will be sent out Wednesday afternoon. <https://orgsync.com/59129/forms/104766>

Next Meeting

05/15/2014

Submitted by

Meghan Thompson

Email

meghant@uca.edu

University Committee Name

Student Success and Retention Council

Date of Meeting

04/17/2014

Roll Call: Senators Present (please indicate if any voted via email)

Chad Hearne (on behalf of Lindsey Osborne)

New Business

Office of Student Success Presentation on Summer Bridge and Supplemental Instruction Programs
- talked about ways they are trying to remove "roadblocks" for students to have greater success
- "Boot Camps" being held for specific areas that students don't score high enough to comp out of remedials

May 20 Noel-Levitz consultant meeting for Student Success

Old Business

none

Submitted by

Chad Hearne

Email

chearne@uca.edu

University Committee Name

(SBAC) Strategic Budget Advisory Committee

Date of Meeting

04/22/2014

Roll Call: Senators Present (please indicate if any voted via email)

Chad Hearne
Stephanie McBrayer
Arch Jones
Vicki Parish

New Business

Recognition of Outgoing Committee Members
Report on Shared Governance Survey - discussed changes in future and if this is best way to evaluate campus satisfaction

Submitted by

Chad Hearne

Email

chearne@uca.edu

University Committee Name

(SPARC) Strategic Planning & Resource Council

Date of Meeting

04/17/2014

Roll Call: Senators Present (please indicate if any voted via email)

Lindsey Osborne

New Business

- *Reviewed Shared Governance Survey final draft. Dr. Reese will send out an email to the campus.
- *Reviewed terms and replacements for SPC and SBAC. New terms will start June 1.
- *Committee orientation for the new term
 - will take place at first regularly scheduled meetings in June for both SPC and SBAC
 - for all members (since this is the first orientation), not just new members
 - brainstormed agenda items
 - will start transitions SPARC in May; President-Elects will attend May 2 SPARC meeting
 - will recognize SPC and SBAC member rolling off their term at April meetings
- *Discussed CoD April 9 minutes and comment made regarding SBAC budget requests; Dr. Reese will follow up with Provost Runge and Diane Newton

Next Meeting

05/02/2014

Submitted by

Lindsey Osborne

Email

losborne@uca.edu