

University of Central Arkansas

RESPONSIBLE UCA COMMITTEE (Cost Containment)

MINUTES May 17, 2012

Meeting was called to order at 1:40 PM in Wingo Hall 315, by Diane Newton, Co-Chair.

Attendees Present:

Jack Gillean, Co-Chair
Diane Newton, Co-Chair
Francie Bolter, Faculty Senate Representative
Larry Lawrence, Administrative Representative
Chad Hearne, Staff Senate Representative/Staff Representative
Bunny Adcock, Board Member/Community Representative
Linda Lentz, Budget Office Representative

Absent:

Laura Young, Administrative/Faculty Representative
Brad Lacy, Community Representative
Harold Helton, Alumni Representative
Jack Phillips, Student Representative

Guests:

Ginny Adams, SEED Representative

Discussions Items:

- General Categories of RU Website Responses – Handout A
 - At the April 2012 RU meeting, Diane Newton handed out a list of recommendations received on the RU website. The list was divided among the committee members depending upon their expertise to provide responses to each recommendation or question. Responses to be presented at today's meeting.
 - Responses to these recommendations/questions will be posted on the RU website. All recommendations/questions will be answered and posted on the RU website as quickly as possible regardless of the topic, and will remain on the website for an indefinite period of time. Leslie to put responses in a spreadsheet or document which she will forward to Chad Hearne to post on the RU website.
 - Some of the topics of the 22 recommendations received include: work schedules, mulch, Banner training, recycling, building temperatures, distance and online classes, staff morale, supervisor leadership, employee behavior, travel responsibility and RU visibility.
 - Thank you to Chad, Leslie and Connie for helping to make the RU website more visible.
 - Item #7 - Diane responded regarding staff morale, supervisor leadership, timeliness, ethical behavior by employees, responsibility when traveling on business by sharing the recommendations with Charlotte Strickland who was grateful for the information, and she will incorporate the answers and/or information into future faculty, staff and supervisory training.
 - Item #1 - Jack and Diane responded regarding four-day work schedule. They will present the information to the Executive Staff and their response will be posted on the RU website when available.

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Discussions Items: (continued)

- Item #3 regarding Banner training efficiencies, it was noted that IT is sitting in on tech interviews. Chad will have more information at the June meeting.
- Item #6 regarding more distance and online classes, Laura Young was absent from this meeting and will get the answer from her at the June meeting.
- Chad updated the Staff Senate about what the RU Committee's work.
- Item #2 on rubber versus hardwood mulch was answered by Larry Lawrence. At last check, dyed rubber mulch was approximately seven times more expensive than dyed hardwood mulch. They tested the dyed rubber mulch in a couple of places on campus and found that it lasted about four years before the adhesive started deteriorating which holds it together. It is supposed to have a 10 year warranty. In 2011, the price for 80 yds. of red-dyed hardwood mulch was approx. \$2,150 and the approx. cost of dyed rubber mulch was \$15,500, which does not fade as much as hardwood. Red dyed mulch is usually 10 to 12% higher than black mulch. He said will use red-dyed hardwood mulch we have on hand until it runs out and/or he is told to do something different.
- Items #8 & 9 – Building temperatures - answered by Larry Lawrence. He will post a list on the website so everyone can see how the temperature is controlled per each building. Newer buildings have controls in most offices and areas so that each individual can control their space. Residence halls are controlled by the physical plant. Large amounts of money needed to improve heat and cooling systems, therefore, without dollars they can only be improved on a gradual basis. Also, it is difficult to make these improvements in occupied buildings. Most all of the older buildings needing costly improvements. These buildings are controlled by Physical Plant along with EMS Emergency Management System who controls the air in some buildings by computer. Planned depreciation schedules, deferred and critical maintenance plans were discussed and are available. The heating and cooling systems in some of the older buildings are being kept alive until money in the budget becomes available. Other types of central heating and cooling systems were discussed.
- Item #4 – Recycling – Larry will ask Physical Plant and Aramark to provide recycling containers, in addition to the trash containers for all events. It was noted at a recent reception, no recycle containers available. UCA is paid for what we recycle, white paper, cardboard and other items, with white paper paying the most; this money is returned to the grounds budget. Recycling only works when the containers are conveniently located. Some containers were removed because of their appearance; some will be replaced and will look into changing or helping the appearance of others and some will be placed where they are not hidden but not distracting to the location or event. Will also address signage. Noted that Aramark needs to be recycling if they are not already doing so. Debbie Plopper, Faulkner Cty Recycling, very helpful with recycling ideas. Francie Bolter suggested we start a recycling campaign such as "Feed the Bear"; 501 Magazine had a story on recycling, one person focuses specifically on recycling.

Other Discussion Items:

- Jack Gillean noted membership issues to be addressed:
 - Vacancies, need replacements:
 - Brad Lacy, Community Rep/Board Member, Diane reported-Venita notified the media at 9:46 a.m. that more than one board member may attend the RU meeting; prior to this meeting, Diane received a note from Brad that he has resigned from the RU Committee.
 - Jack Phillips and Ty Bittle, both student reps, graduated
 - Harold Helton, Community Representatives, not able to attend meetings
 - Jack will locate two new community reps; will contact SGA for two new student reps.
 - Linda Lentz will replace Terri Canino as the Budget Office Representative

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Other Discussion items: (continued)

- SEED Committee will continue to be a separate committee at this time, but will discuss in the future a way to link or consolidate the two committees. SEED Committee members will continue to be invited to RU meetings as guests.
- Responsible UCA is an Adhoc committee required to report to the legislature on an annual basis. Some discussion about the procedure if a decision was made to make this committee a standing university committee. Jack will bring it up in Executive Staff meeting.
- Bunny Adcock suggested we learn more about the Wellness program, Conway Regional Hospital and Healthy UCA. A request was made to have Graham Gillis, Associate VP of Human Resources, speak at the next meeting HR's wellness program, the costs, TrestleTree, the City of Conway and Conway Regional Hospital.
- SEED Committee working on hydration stations; stations now located in a few buildings on campus, working for more, approximate cost per station \$400. Interest in adding more in the future.

Future speakers/presentations suggested:

- Diane Newton – will talk to Venita Jenkins about writing a story for the Bear Ledger on the RU Committee recycling campaign and post on the UCA and RU website.
- Jack Gillean – to ask Graham Gillis to speak on Wellness program

Notes:

- Ideas for the RU Website – Handout B
 - To be discussed at the June meeting, ran out of time.

Next Meeting: Scheduled for June 21, 2012, X-period (1:40-2:30), Wingo Hall 210

Meeting adjourned at 2:50 PM.