



**Wednesday, July 12, 2017**  
**Meeting Minutes**

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**Senators Present:** Beth Adair, Diana Burroughs, Jason Cole, Jenna Davidson, Jason Davis, Julia Dossett Morgan, Shelby Fiegel, Lesley Graybeal, Kristin Heffington, Carmesha Jemerson, Kristin Jetts, Kimberly Klotz, Lesley Knox, Alyson McEntire, Susan Peterson, Tyra Phillips, Brandon Price, Erica Ruble, Steven Shook, Jaleesa Thomas

**Senators Absent:** Kimberly Ashley-Pauley, Tachia Awbrey, Kevin Carter, Austin Dodson, Nadia Eslinger, Roger Gelwicks, Gina Haddick, Nena Harness, Lori Hudspeth, Thomas McDaniel, Karen Pruneda, Marie Smallwood, Tracy Spence

**I. Call to Order**

- A. President Ruble called Staff Senate to order at 10:00 am on July 12, 2017 in Wingo 315.

**II. Acknowledgement of June 28, 2017 Meeting Minutes**

- A. There are no official minutes from the last meeting because it was the annual Staff Senate retreat. Senate discussed the senate committees, acknowledged new, current, and outgoing senators, and gave awards to last year's senators.

**III. Officer Reports**

- A. President, Erica Ruble
  - 1. President Ruble and Senator Carter met with President Davis about the Provost search.
  - 2. President Ruble will have a regular meeting with President Davis on August 30. Please contact Erica if there is something you would like her to bring up in that meeting.
  - 3. Staff Senate executive council will meet with wellness coordinator finalists. There will be a campus forum for each candidate.
  - 4. The Chief of Police interview process is ongoing.

5. The Investiture for President Davis is on October 26, 2017, at 2:00 pm.

B. Vice President, Lesley Graybeal

1. Faculty Senate had a meeting about the provost search. The timeline will be fast and should be posted by mid-September at the latest. Dr. Michael Hargis will serve as both the dean of the College of Business and the interim provost during this search process.

C. Secretary, Roger Gelwicks

1. Secretary Gelwicks was not present, but had the executive council report that the Staff Senate website has been updated. Photos for each senator were used from department staff webpages. If there is something incorrect, send him an email and he will get it corrected. President Ruble indicated that if you do not have a staff photo or need a new photo, you can schedule an appointment to get your picture taken at [uca.edu/go/photo](http://uca.edu/go/photo).

D. Treasurer, Beth Adair

1. Treasurer Adair will order Staff Senate polo shirts for senators soon. A sign up sheet will be passed around.

E. Parliamentarian/Historian, Brandon Price

1. No report

#### **IV. Senate Committee Reports**

A. Courtesy Committee

1. Some cards were sent out to individuals on campus.

B. Professional Development Committee

1. Applications for second quarter (October–December) will open soon, and the committee will send an email out to the campus when this happens.

#### **V. University Committee Reports**

- A. None

#### **VI. Old Business**

- A. None

## **VII. New Business**

- A. Committee sign-ups are happening now. Each senator should sign up for at least 4 committees.

## **VIII. Good and Welfare**

- A. Staff Senate will meet next on Wednesday, July 26, 2017, at 10:00 am in Wingo 315.
- B. UCA's new Digital Asset Manager program is live on myUCA, which allows you to make postcards, flyers and download logos and photos for promotional use.
- C. Community Development Institute (CDI) is July 31, 2017. It has maxed out on Year 1 participants.
- D. New brochures for Reynolds Performance Hall will be finished soon and will be passed out at the next Staff Senate meeting.
- E. IDEAL freshman leadership team applications are now open.
- F. Financial Aid will be serving students during tax-free weekend.
- G. Admissions has a new document imaging solution to move towards going more paperless.
- H. Outreach is looking for a new student worker.

## **IX. Adjournment**

- A. The meeting was adjourned at 10:26 am by President Ruble.