



Wednesday, July 26, 2017
Meeting Minutes

Senators Present: Beth Adair, Kimberly Ashley-Pauley, Tachia Awbrey, Diana Burroughs, Kevin Carter, Jason Cole, Jenna Davidson, Jason Davis, Austin Dodson, Julia Dossett Morgan, Nadia Eslinger, Shelby Fiegel, Roger Gelwicks, Lesley Graybeal, Gina Haddick, Kristin Heffington, Lori Hudspeth, Carmesha Jemerson, Kristin Jetts, Kimberly Klotz, Lesley Knox, Alyson McEntire, Susan Peterson, Brandon Price, Erica Ruble

Senators Absent: Nena Harness, Thomas McDaniel, Tyra Phillips, Karen Pruneda, Steven Shook, Marie Smallwood, Tracy Spence, Jaleesa Thomas

I. Call to Order

- A. President Ruble called Staff Senate to order at 10:00 am on July 26, 2017 in Wingo 315.
- B. With this being a well-attended meeting at the beginning of the fiscal year, all the senators went around the table and introduced themselves.

II. Acknowledgement of July 12, 2017 Meeting Minutes

- A. President Ruble acknowledged the electronic approval of the last meeting's minutes and thanked senators for their quick response.

III. Officer Reports

- A. President, Erica Ruble
 - 1. The Staff Senate Executive Committee will meet with UCA President Davis on August 16, 2017. Please let the executive committee know of anything that should be discussed.
 - 2. There is a need for a pool of candidates for the Staff Grievance Council.
 - a) Those in this candidate pool may be called upon to serve if a staff grievance rises to the level where the council needs to hear it. At least ten of the council candidates must have administrative and

managerial responsibilities that include hiring and evaluating personnel.

- b) This pool of council candidates is updated every six months; this will happen in January.
- c) Senators should let Senator Ruble know if they or anyone in their department/division is interested in being in this candidate pool.
- d) Question (from Senator Eslinger): How many total candidates are needed?
Answer: 25.

B. Vice President, Lesley Graybeal

- 1. Senators still have time to sign up for Senate and University committees. Senators should submit several preferences to Vice President Graybeal so that they are more likely to be on their desired committees. Continuing senators should mark out any committees on which they no longer wish to serve. All senators are required to serve on at least four committees.

C. Secretary, Roger Gelwicks

- 1. No report

D. Treasurer, Beth Adair

- 1. Treasurer Adair will order Staff Senate polo shirts for senators shortly.

E. Parliamentarian/Historian, Brandon Price

- 1. Senators should review the Roberts Rules of Order in their Staff Senate binders. Following parliamentary procedure is important when voting on business. It is also important to keep side conversations to a minimum so that everyone can hear what is being discussed, and that also helps the secretary take more accurate minutes. If at any point a senator has a question or wants clarification about something being discussed, they should raise their hand for a point of order.

F. Ex Officio, Kevin Carter

- 1. No report

IV. Senate Committee Reports

A. Courtesy Committee

1. The committee sent sympathy, get well, and congratulations cards to several individuals on campus.

B. Professional Development Committee

1. Applications are open for second quarter (October–December) on August 1, 2017.

V. University Committee Reports

A. Strategic Planning Committee (SPC) and Strategic Budget Advisory Committee (SBAC)

1. SPC and SBAC met electronically this week. SPC/SBAC chair Dr. Tammy Rogers has updated the charge and funding request forms.

B. Health & Wellness Promotion Committee

1. The committee interviewed Carin Dehmer, the finalist for the Wellness Coordinator position, on July 25, 2017. In addition, the open forum hosted by Carin that day was decently attended (25-30 people) and answered questions well. Dehmer was previously employed at UCA ten years ago.
2. Senator Ruble mentioned that the executive committee met with the candidate and gave feedback. The executive committee will keep Staff Senate updated on the wellness coordinator selection process.
3. Senator Ruble mentioned that senators should be sure to encourage their constituents to attend open forums like these in the future.

VI. Old Business

- A. None

VII. New Business

- A. None

VIII. Good and Welfare

- A. Staff Senate will meet next on Wednesday, August 9, 2017, at 10:00 am in Wingo 315.
- B. The Investiture for President Davis is on October 26, 2017, at 2:00 pm.

- C. The next regular Board of Trustees meeting will be on August 18, 2017, in the board room in Wingo Hall. Following the meeting is the board lunch, followed by the Mirror room rededication.
- D. Please encourage students interested in volunteer opportunities to attend the Volunteer Fair on Tuesday, September 5, 2017, 1:00-3:00 pm, in the Student Center Ballroom.
- E. Course evaluations are open until August 13, 2017.
- F. Student Life positions
 - 1. Searches for Dean of Students and New Student Orientation Director are ongoing.
 - 2. Katie Frazier, Assistant Director of Student Life and IFC/IGC Advisor, started earlier this week.
- G. Ruby Burroughs's retirement reception is July 26, 2017.
- H. Reynolds Performance Hall
 - 1. Reynolds just released its brochures for the forthcoming season.
 - 2. The Reynolds budget is funded through several avenues, including an arts fee from students. Another funding source is Human Resources, which allows faculty/staff to have discounts.
 - 3. Faculty/staff may receive two free tickets to three shows each season (with the exception of *A Christmas Carol* this season). These free tickets become available three weeks before the performance date. For especially popular shows, these tickets may sell out before this three-week window, so faculty and staff are advised to either call the box office to see if free tickets for these shows are likely to be available or purchase these single tickets at the faculty/staff discount price (\$23-33 each).
 - 4. Employees at the box office do not have a database of UCA employees to reference, so all employees must present their BearCard in person to receive any free or discounted tickets. Because of student worker turnover, Reynolds is unable to distribute tickets based on name or face recognition; all UCA employees must show their BearCard without exceptions. Faculty and staff who wish to sit together at a show should come to the box office together with their BearCards to ensure they get their desired seats.

5. The satellite box office in the Student Center will be discontinued this season. The vast majority of the tickets distributed there were free or discounted faculty/staff tickets, so it was no longer feasible financially to keep this additional box office location staffed. The only place to receive or purchase tickets going forward will be from the main box office at Reynolds Performance Hall.
 6. Children's tickets are \$10 each.
 7. Student tickets are \$10 each. As long as students show their ID from any accredited university, community college, or trade school, they are eligible for this special price.
- I. The Center for Community and Economic Development (CCED) has a new blog post about Searcy County (uca.edu/cced/blog).
 - J. Update on campus construction projects
 1. The fountain in front of Irby Hall is almost finished being renovated.
 2. Mashburn Hall's roof is being repaired.
 3. Old Main is almost done being waterproofed.

IX. Adjournment

- A. Senator Dossett Morgan made a motion to adjourn the meeting. Senator Price seconded the motion.
- B. The meeting was adjourned at 10:29 am by President Ruble.