



Represent, Serve & Recognize

**Wednesday, October 14, 2015
Meeting Minutes**

Call to Order

The UCA Staff Senate was called to order at 10:02 a.m. on Wednesday, October 14, 2015 in Wingo Hall 315 by President Stanton.

Roll Call

Senators Present: Kimberly Ashley-Pauley, Jennifer Boudreaux, Kevin Carter, Chris Davis, Shelby Fiegel , John Fincher, Lesley Graybeal, Gina Haddick, , Kristin Heffington, Aniaya Henderson, Lori Hudspeth, Apryl Jackson, Mary Jackson, Carmesha Jemerson, Kandace Keeney, Alyson Lentz, Susan Peterson, Tyra Phillips, Brandon Price, Erica Ruble, Jennifer Ruud, Marie Smallwood, Tracy Spence, Colin Stanton, Lula Tyus.

Senators Absent: Chad Hearne, Aaron Knight, Leslie Knox, Joslyn Kuykendall, Gary Sieg, Marcia Smith

Minutes

The September 30, 2015 meeting minutes were approved electronically October 9, 2015.

Special Guest

Brian James thanked Staff Senate for last year's contribution and continued support with the Bear Essentials Food Pantry. The number of people being served, consisting of students, faculty and staff, has grown significantly over the last year, serving over 1000 meals. One hundred percent of the funding received is used to buy food. The criteria for using the service is a valid UCA ID card. The Bear Essentials Food Pantry is located in Old Main 108

Officer's Reports

President, Colin Stanton

- President Stanton attended a President's Meetings on Oct. 8th. Topics discussed were SGA returning from retreat and setting their goals for the upcoming year. Information concerning these goals will be posted on their website. Faculty's biggest highlight was regarding enrollment of concurrent students. Donaghey Hall's construction is coming along nicely. A campus wide email went out on the closure of Donaghey Avenue from Bruce St. to Robins St. on Monday, Tuesday and Wednesday. Thursday and Friday Donaghey will be close from Bruce St. to College Ave.
- HLC Monitoring report is nearing the end of the campus involvement part. Committee is trying to have it finished by the end of the academic year. All of the documents will be available the HLC Channel in the Resources tab under MyUCA.
- Benefits Fair is Tuesday, October 20th located in Student Center Ballroom from 10-2:30pm. Staff Senate will have a table set up. Wear Staff Senate Polos to event.

Vice President, Kevin Carter

- Vice President Carter attended the Board of Trustees Meeting on Oct 9th. Diane Newton gave a report on the Financial Update and the University is on track. Courtney Mullen gave an Admissions update. Dr. Runge spoke on retention and our retention numbers are up. T. J. Johnston discussed the Donaghey Hall project and possible master plan of what can be accomplished with the 13 surrounding acres.
- Beach Volleyball was passed. There will be 3 sand volleyball courts by the HPER/Physical Plant area.
- Faculty Handbook Committee met Oct 9th. They are trying to decide who each committee will report to as well as getting the handbook cleaned up.

Secretary, Jennifer Boudreaux

- Secretary Boudreaux attended the Faculty Senate meeting October 13th. Dr. Rogers highlighted the SPARC report. Dr. Webster-Smith touched on lactation stations in Lewis Science building. She also spoke on transgender use of restrooms and locker rooms. As of now, policy is transgender can use the bathroom they identify with but must use the locker/changing room based on gender which they were born. Also, an active shooter scenario/training was discussed. There may be training for all buildings in the future.
- Reminder to some Senators that we still need their photo for the website.

Treasurer, Erica Ruble

- The committee budget request report is out. Our Football and Basketball revenue was down due to fewer volunteer opportunities. The Professional Development lowered their supplies and copies by \$200. The Scholarship Committee has an extra \$250 to go towards scholarships. The Winter Feast and Spring Picnic Committees have asked for additional funds this year, Winter Feast +200 and Spring Picnic +100. \$2000 for the Bear Pantry has been included in the budget to help with their services.

Parliamentarian/Historian, Tyra Phillips

- No report.

Staff Senate Committee Reports

- Winter Feast sign-up sheet is passed around for senators to select 2 vendors to gather door prizes from. Due date for door prizes is November 24th. Turn prizes into Alyson Letnz, Provosts Office Room 213B. Entertainment will be confirmed next week. There was discussion whether door prizes would be collected by the Committee members themselves or by all Senators. Further discussion on this topic to take place in near future.
- Compensation Committee met and reviewed last year's document. HR is creating new non-classified staff evaluations and is using ASU's evaluation form as a template
- Employee Recognition Committee will meet at 3pm today, October 14th.

Courtesy, Mary Jackson

- Sympathy
Marcia Smith – loss of family member

- Thinking of you
 - Barbara Robinson – brother had stroke
 - Tracy Monin – son had adverse reaction to medicine
 - Gary Sieg – daughter fell ill at shape up class
- Get Well
 - Carolyn Williams – had stroke
 - Jannette Nance – had surgery
 - Dave Robinson – back surgery
- Congratulations
 - Greg Brooks – birth of baby boy
 - Jenna Davidson – birth of baby girl
- Good-bye
 - Ashley Huffman – left to be full time mom, baby due in December

University Committee Reports

- SPC met October 1st and heard updates from Dr. Webster-Smith about diversity. Dr. Rogers informed committee members that results are still being compiled from the Shared Government survey.
- SBAC met October 8th and had a budget 101 presentation from Teri Canino. Informed everyone how the budget process works, where the money comes from and how it can or cannot be used. SBAC meets again in the hearings that takes place on November 12th. Hearing begins at 1:40pm in Board of Trustees room located in Wingo Hall. Open to campus community. SBAC will meet in December to rank the requests from various divisions on campus.
- Employee Benefits Advisory Committee met and UCA will go self-insured starting January 1, 2016. We may get a new healthcare card but there will be no changes to our plans, including no premium changes. UCA will have a wellness program to help our employees stay healthy by having plans available for those who may have diabetes, high blood pressure, etc... Open enrollment will start October 20th at the Benefits Fair SC Ballroom. Door prizes available. Bring your UCA ID.
- Academic Integrity Committee met briefly.

Old Business

- None

New Business

- Staff Senate voted on the allocation of \$2000 to go towards the Bear Pantry. Senator Ruud motioned to allocate \$2000 from agency account to be used towards food pantry and Senator Tyus second the motion. Motion passes unanimously.
- Staff Senate voted on the approval of committee budget as presented. Senator Davis motioned the approval of committee budgets and Senator Phillips second the motion. Treasurer Ruble abstains. Motion passes.

Good and Welfare

- Next meeting is October 28, 2015 10am, Wingo 315.
- Fall break is October 22nd -25th.
- Closure of Donaghey Avenue October 19th-23rd.
- If your department rents vehicles for travel, beginning November 1st a PO is required to rent a car through Physical Plant including fuel charges.
- Sororities are changing the time they will do their fall recruitment next year. It will be August 25-28, 2016.
- Trick or Trot is October 16th. Race begins at 8pm at Estes Stadium.
- Family Day is October 17th. Football game begins at 6pm.
- October 19th is due date for applying as RA/student staff worker for spring housing.
- Blackboard will be down October 23rd.
- Registration schedule for spring is now out and is by classification, not by alphabetizing.
- Flu shots available in Student Health Clinic for students only Nov.2nd and for Students, Faculty/Staff on Nov 3rd & 4th.
- Crystal Hill received the Ark-AHEAD Distinguished Professional Award at the Partners for Student Success Conference last week.
- Economic Boot Camp was held in Fort Smith for elected officials, Chamber members and community leaders in the western part of the state. Had over 50 people in attendance.
- Accepting Angel Bear applications online as well as paper copy.
- Website for having portrait made is uca.edu/webdevelopment. Photos by appt. only.
- HR has new conference room in basement of McCastlain for training such as I-9 training, applicant tracking training, etc....
- New restrooms and concession at Farris Fields are now open.

Adjournment

The meeting adjourned at 11:15a.m. by President Stanton.