



Wednesday, January 29, 2014

### **Call to Order**

The UCA Staff Senate was called to order at 10:00 a.m. on Wednesday, January 29, 2014 in Wingo Hall 315 by President Osborne.

### **Roll Call**

Senators Present: Lindsey Osborne, Lori Hudspeth, Tracy Spence, Meghan Thompson, Jane Andis, Jennifer Boudreaux, Mark Heffington, Sandra Hooper, Mary Jackson, Tiffany Johnson, Arch Jones, Denicha Kemp, Linda Lentz, Vicki Parish, Susan Peterson, Tyra Phillips, Heather Romine, Erica Ruble, and Theresa White.

Senators Absent: Kimberly Ashley-Pauley, Diane Farr, Chad Hearne, Aaron Knight, Joslyn Kuykendall, Stephanie McBrayer, Kim McKee, Jack Phillips, Elizabeth Skinner, Colin Stanton, Cheryl Theall and Lula Tyus.

### **President Tom Courtway**

President Courtway addressed the UCA Staff Senate regarding; (1) the employee service awards event and (2) spring picnic. The two events will remain separate. The Office of the President will coordinate the service awards ceremony. President Courtway asked if there were to be any changes to the spring picnic including catering and funding. President Courtway expressed his appreciation to the members of the staff senate for their service. Discussion followed.

Acknowledgement of electronic approval of January 8, 2014 minutes.

### **Officers Reports**

President, Lindsey Osborne shared a recap from the meeting with President Courtway including the concerns about changes to the 2015-2016 Academic Calendar. There are plans to raise funds for Lewis Science Center. The Admission Standards Committee is considering changes to the policy. Upon recommendation by the SGA, the administration is exploring the possibility of adding a commencement speaker. The SGA is hosting the Big Event on April 11 and 12, 2014, with a focus on service oriented activities for the campus and community. The SGA Speak Up Campaign will use \$50,000 for a campus project.

Vice President, Chad Hearne – No report

Secretary, Lori Hudspeth – No report

Treasurer, Tracy Spence – No Report

Parliamentarian/Historian, Meghan Thompson – No Report

### **Staff Senate Committee Reports**

Courtesy Committee, Mary Jackson

Cards were sent to Dale Gilkey, Lula Tyus, Dustin Summey and Jeremy Bruner.

#### Emergency Fund Committee

The Emergency Fund Committee granted \$300 to a staff member.

#### Employee Recognition Committee

Employee of the Quarter 4 was awarded. The committee is now working on Employee of the Year.

#### Professional Development Committee, Erica Ruble

Applications for April – June professional development funding are being accepted February 1 - 15, 2014.

### **University Committee Reports**

#### Employee Benefits Advisory Committee, Lori Hudspeth

The committee met to explore the option of adding another vendor to retirement planning. TIAA-CREF is one of the optional retirement plans used by UCA. One concern is that there were not enough optional plans available to UCA faculty and staff. Attorney Craig Westbrook, a specialist in retirement planning, addressed the committee. The issue with having more than one vendor is the cost of record keeping. TIAA-CREF is sending a representative to UCA to review options to the current investment side. We will know more after that meeting in February.

#### Strategic Planning Committee, Meghan Thompson

The Strategic Planning Committee met last week and reviewed the initiatives used in 2010. The initiatives were vetted in planning groups under the objectives of the strategic plan. The Strategic Planning Committee will be sending an email with more information announcing campus forums.

#### Good and Welfare

Staff Senate received \$25,000 from Coca Cola and \$4,500 from the Board of Trustees. President Osborne asked for ideas and initiatives to use the funds. Current initiatives include the Front and Center campaign. Other suggestions included seating for football and basketball volunteers, picnic tables, bicycle racks, placing benches around campus, reduced parking decals and adding casual space on campus.

A concern was raised about staff members using computers other than those provided in computer labs or in the physical plant and the possibility of termination if found using computers not designation for their use. Discussion followed.

Human Resources will roll out the electronic applicant tracking process on March 4, 2014.

Chad Hearne and his wife will welcome a baby girl later this year.

Mary Jackson recommended that Staff Senate support the upcoming Summer Cereal Drive.

The next Staff Senate meeting will be at 10:00 a.m., Wednesday, February 12, 2014, and the Board of Trustees will meet on February 21, 2014.

The meeting adjourned at 10:55 a.m.