

STAFF

SEN



Represent, Serve & Recognize

**Wednesday, December 2, 2015
Meeting Minutes**

Call to Order

The UCA Staff Senate was called to order at 10:06 a.m. on Wednesday, December 2, 2015 in Wingo Hall 315 by President Stanton.

Roll Call

Senators Present: Kimberly Ashley-Pauley, Jennifer Boudreaux, Kevin Carter, Chris Davis, Lesley Graybeal, Chad Hearne, Kristin Heffington, Aniaya Henderson, Apryl Jackson, Mary Jackson, Carmesha Jemerson, Kandace Keeney, Leslie Knox, Joslyn Kuykendall, Alyson Lentz, Susan Peterson, Tyra Phillips, Brandon Price, Jennifer Ruud, Marie Smallwood, Marcia Smith, Tracy Spence, Colin Stanton, Lula Tyus.

Senators Absent: Shelby Fiegel, John Fincher, Lori Hudspeth, Aaron Knight, Erica Ruble, Gary Sieg

Minutes

The November 11, 2015 meeting minutes were approved electronically November 16, 2015.

Officer's Reports

President, Colin Stanton

- President Stanton mentioned Chad Hearne did the Campus Talk for Staff Senate on November 17, 2015. Campus Talk is in this week's Echo, December 2nd issue.

Vice President, Kevin Carter

- The open Senate spot will go to at-large position next week.

Secretary, Jennifer Boudreaux

- No Report

Treasurer, Erica Ruble

- No report

Parliamentarian/Historian, Tyra Phillips

- No Report

Staff Senate Committee Reports

- Winter Feast is December 3 at 11:30am in the Student Center Ballroom. Tickets were sold out. There will be 110 door prizes given away. Aramark will provide lunch and entertainment will be provided by Confucius Institute, Kondwani Phwandaphwanda and Susan Isom. The Food Drive is complete and benefited the UCA Bear Essentials Food Pantry. Marvin Williams will present the trophy to the winning department that donated the most food.
- Angel Bear Committee said there were still 38 angel bears that have not been adopted or tags that were not left. Please stop by the Library or Student Center and adopt one. Deadline to turn in present is December 7th. Turn gifts into Library reference desk.

Courtesy, Mary Jackson

- Thinking of you:
 - Carolyn Ishee – brother has cancer
 - Jennifer Boudreaux – dad had heart surgery
 - Marcia Smith – mom back in hospital
 - Teresa Bumgarner – husband had medical issues
- Congratulations:
 - Dr. Don Bradley – retirement after 33 year at UCA
- Sympathy:
 - Gina Haddick – loss of mother
 - Denicha Kemp – loss of grandfather
 - Jennifer Boudreaux – loss of grandfather
 - Ashley Huffman – loss of newborn
 - Sarah Tuttle – loss of father
 - Jocelyn White – loss of grandfather
- Get Well
 - Dave Robinson – back in hospital
 - Diane Farr – stint put in heart due to blockage

University Committee Reports

- Staff Handbook met November 19th to review and update entire handbook. Some corrections needed are: FMLA states 26 weeks for any 12 month period, state of AR uses a calendar year for FMLA. State OPM policy for occurred vacation can't be used until you have earned it. Leave accrual for non-classified vs classified needs clarification and correction in handbook. It's recommended changing the tuition discount reference to board policy link. Also recommended is adding a link to reference the new mobile device security policy. Finally, on page 77 of

- handbook, change reference to Farris Center, add HPER Center.
- Donaghey Task Force is looking at renderings of the 10 acres behind Donaghey Hall to see what the space can be used for.
- Information Services Advisory Committee met December 1st and discussed changes to the following: ISAC Committee, campus wide technology plan, Active Directory Migration (targeted end date is projected July 2017), myUCA portal, VOIP Phone system and UCA Mobile Device security policy, WIFI upgrades and Window 10 upgrade (IT Department strongly recommends **NOT** upgrading computers to Windows 10).

Old Business

- None

New Business

- None

Good and Welfare

- Board of Trustees Meeting will be Dec. 11th.
- Executive Committees of each of the 3 governing bodies (Faculty Senate/Staff Senate and Student Government Association) will meet with President Courtway at 11:30 Friday, December 4th.
- Residence Halls close December 12th at noon. Student need to contact RA if the need to stay and must have valid reason.
- Graduation is December 12, 2015.
- Outreach and Community Engagement has a new downtown location opening December 12th.
- Student Accounts is now in Bernard Room 110.

Adjournment

The meeting adjourned at 10:47a.m.by President Stanton.