



Wednesday, May 14, 2014

Call to Order

The UCA Staff Senate was called to order at 10:00 a.m. on Wednesday, May 14, 2014 in Wingo Hall 315 by President Osborne.

Roll Call

Senators Present: Lindsey Osborne, Chad Hearne, Lori Hudspeth, Meghan Thompson, Stephanie McBrayer, Jane Andis, Jennifer Boudreaux, Mary Jackson, Tiffany Johnson, Arch Jones, Denicha Kemp, Aaron Knight, Joslyn Kuykendall, Linda Lentz, Josh Markham, Vicki Parish, son, Tyra Phillips, Heather Romine, Erica Ruble, Colin Stanton, and Cheryl Theall.

Senators Absent: Tracy Spence, Kimberly Ashley-Pauley, Diane Farr, Mark Heffington, Sandra Hooper, Kim McKee, Susan Peterson, Jack Phillips, Erica Ruble, Elizabeth Skinner, Lula Tyus and Theresa White.

Acknowledgement of electronic approval of April 23, 2014 minutes.

Officers Reports

President, Lindsey Osborne shared the sad news about Joshua Ashley-Pauley, son of Kimberley Ashley-Pauley.

President Osborne announced that Elizabeth Skinner delivered a baby boy at 4:16 p.m. on April 23, 2014.

President Osborne announced that the spring picnic was a success and thanked everyone for their efforts. The cereal drive will be announced campus-wide.

Kim McKee and President Osborne met with Graham Gillis regarding the Staff Handbook. It was agreed that Staff Senate retains ownership of the handbook, but Human Resources is responsible for changes. The change request form will be used to recommend changes to the handbook.

Vice-President, Chad Hearne gave an update on Staff Senate elections. The senator orientation and end of the year luncheon will include all 2014-15 Staff Senators, the meeting will begin at 10:00 a.m. on June 25, 2014. Vice-President Hearne requested that all senators participate in the StrenthsQuest assessment. Completed assessments should be sent to Vice-President Hearne. A handout listing current senator committee assignments was distributed.

Secretary, Lori Hudspeth announced that the Staff Senate Operations Manual had been emailed to committee chairs for review and changes. The deadline for changes is May 28, 2014.

Parliamentarian/Historian, Meghan Thompson requested that any photos be sent to her for the presentation during the end of year celebration.

Staff Senate Committee Reports

Courtesy Committee, Mary Jackson reported that cards were sent to Verna Morris, Elizabeth Skinner, Linda McCarther, Maria Velasco, Lori Mitchell Forte, Tyra Phillips and Bryon Burns.

Spring Picnic, Tyra Phillips announced that about 700 people attended the spring picnic. The UCA Foundation Staff Senate payroll deduction signup table received \$500.00 per year in pledges.

Emergency Fund, Josh Markham announced that an applicant was awarded \$500.00 in emergency funding. The Disaster Relief Fund collected \$2,600 in contributions and \$10,000 from the UCA Foundation Board. The Disaster Relief Fund members will meet on May 15, 2014.

Front and Center, Meghan Thompson announced that the next event may be held on June 10.

University Committee Reports

Strategic Planning and Resource Council, Lindsey Osborne reported the discussion included organizational changes and future forums. Recommendations will be forwarded to SPC and SBAC. The SPC and SBAC appointments were discussed. The discussion also included the strategic plan and it's relation to the Framework for the Future.

Strategic Budget Advisory Committee, Lindsey Osborne reported that the members reviewed the April financial reports, discussed proposed revisions SPARC structure, and reviewed the draft SBAC annual report.

Student Success and Retention Council, Lindsey Osborne reported that the council reviewed a list of initiatives going on across campus, discussed the mission and the importance of retention. A consultant will be on campus next week.

Diversity Advisory Committee, Denicha Kemp announced that the minutes are posted online. Discussion followed.

Old Business

Staff Senate By-Laws, Meghan Thompson moved to pass the By-Laws as distributed. Chad Hearne, second.

Meghan Thompson proposed the following changes:

Article V Section 1-C changed to should.

Article V Section 2-E changed from senators to staff representatives

Article VII Section 1-A-2 changed to Professional Development Committee

Article VII Section 1-A-3 added comma and name to Professional Development Committee

Article VII Section 1-B-6 point of clarification as determined by the Angel Bear committee was inserted

Article VII Section 1-B-7 added and the individual account Memorandum of Understanding

Article VII Section 2-C formatting

Article VII Section 2-D to add at least a two-week window for processing

Vicki Parish opened discussion regarding Article III and cancellation of meetings.

Jane Andis made a motion to amend Article III to insert Section 3. Executive staff shall make the determination if a meeting shall be canceled or moved with at a least 48-hour notification to Senate." Vicki Parish second.

Erica Ruble moved to add "when possible". Aaron Knight second. Discussion followed. Motion passed.

The motion to add Article III Section 3 passed.

Vicki Parish opened discussion regarding Article IV Section 3 concerns and proposals to Staff Senate be submitted using the contact form. Josh Markham made a motion to replace “all” with “formal” concerns. Aaron Knight second. Discussion followed. Motion withdrawn.

Linda Lentz moved to strike “all”. Mary Jackson second. Vicki Parish made a friendly amendment to change “shall” to “may”. Meghan Thompson moved to accept by acclamation. Motion passed.

Tyra Phillips requested clarification of Article III Section 2.

Vicki Parish made an amendment to Article V Section 2-E to add and “address senate at least annually.” Jane Andis second. Discussion followed. Motion withdrawn.

Vicki Parish, point of clarification that the Operations Manual updates will include reference to committee representatives addressing Staff Senate.

Tiffany Johnson moved to replace “expected” to “required” to submit a written report to Article V Section 2-E. Discussion followed. Motion passed.

Vicki Parish made a motion to Article V Section 3 to add “or another Senator”. Discussion followed. Motion failed.

Vicki Parish opened discussion regarding Article VII Section 1-B-5. Meghan Thompson moved to amend Article VII Section 1-B-5 first sentence to read, “The Staff Emergency Fund shall help staff members who experience a time of extreme hardship.” Vicki Parish second. Motion passed.

Vicki Parish made a motion to amend Article VII Section 2-E to include “or the UCA Foundation Guidelines as applies”. Jane Andis second. Discussion followed. Motion passed.

Vicki Parish opened discussion to Article VII Section 3-C Any requests for changes in budget shall be submitted by the committee chair, reviewed by Executive Committee and approved by Senate. Second. Discussion followed. An amendment to add the amendment any requests for changes in budget shall be submitted by the committee chair. Discussion followed. The insertion of committee chair passed. Motion failed.

The statement reads, “Any requests for changes in budget shall be submitted by the committee chair to the Treasurer and reviewed for approval by Executive Committee.” Motion passed

Lindsey Osborne closed discussion on the Staff Senate By-Laws as amended. Motion to amend By-Laws passed unanimously.

New Business

Officer Elections

Unopposed

Treasurer, Tracy Spence

Parliamentarian/Historian, Sandra Hooper

Nominations

Secretary

Denicha Kemp
Heather Romine

Vice-President/President Elect
Eric Ruble
Colin Stanton

Election results
Secretary, Heather Romine
Vice-President/President Elect, Colin Stanton

Also, Chad Hearne, President

Good and Welfare

Mary Jackson gave an update on Hans Pfiel and his continued recovery.

Chad Hearne thanked the nominees for accepting nominations.

Denicha Kemp announced that Bear Boots on the Ground will continue on Fridays.

The meeting adjourned at 11:45 a.m.