



## Wednesday, May 27, 2015 Meeting Minutes

### Call to Order

The UCA Staff Senate was called to order at 10:03 a.m. on Wednesday, May 27, 2015 in Wingo Hall 315 by President Hearne.

### Roll Call

**Senators Present:** Chad Hearne, Heather Romine, Tracy Spence, Sandra Hooper, Lindsey Osborne, Megan Bennett, Diana Burroughs, Kevin Carter, Kristin Heffington, Lori Hudspeth, Mary Jackson, Arch Jones, Denicha Kemp, Aaron Knight, Joslyn Kuykendall, Tyra Phillips, and Erica Ruble.

**Senators Absent:** Kimberly Ashley-Pauley, Aniaya Henderson, Tiffany Johnson, Linda Lentz, Susan Peterson, Reggie Prevoe, Gary Sieg, Marcia Smith, Colin Stanton, Cheryl Theall, Lula Tyus, and Theresa White.

### Minutes

The April 13, 2015 meeting minutes were approved electronically on May 21, 2015.

Additional Scholarship Funding: Senator Hudspeth motion to award \$3,500 more for scholarships, second by Senator Kemp. Senator Ruble friendly amendment to award \$1,500 more for scholarships, Senator Hudspeth accept. There were 18 yeses and 1 no.

Professional Development Compensation: Senator Knight motion to accept the recommendations of the Professional Development committee, Senator Prevoe second. It was unanimously approved.

### Officer's Reports

#### President, Chad Hearne

- Board Meeting – Met on May 15<sup>th</sup>. President Hearne gave his farewell address to the Board. Doctor Rowley (Faculty Senate President) and Zach Carter (SGA President) gave their initial welcome speech. The first Donaghey Hall tenant agreement is with Blue Sail Coffee. The Board approved the parking permit change for new employees. There were two more property acquisitions. The undergraduate admission criteria was passed for Fall 2016. The tuition and fees did not change, except the fully online graduate program. It went from \$240/hour to \$270/hour. The operating budget was approved. A bonus for classified based on evaluations and 2% bonus for non-classified for fiscal year 2015 was approved. A 1% COLA for fiscal year 2016 was approved. There was discussion about non-classified and faculty evaluations.

#### Vice President, Colin Stanton

- No Report

#### Secretary, Heather Romine

- No Report

#### Treasurer, Tracy Spence

- No Report

#### Parliamentarian/Historian, Sandra Hooper

- No Report

### Staff Senate Committee Reports

### **Courtesy, Mary Jackson**

- Get Well
  - Jody Brock
- Sympathy
  - Gary Cross
  - Jody Brock
- Congratulations
  - David Dennis
  - Jason Rankin

### **Scholarship, Erica Ruble**

- The committee will meet again to approve adjusted amounts.

### **University Committee Reports**

#### **SPARC, Chad Hearne**

- The committee is in the middle of the strategic plan revision process. They are putting together a strategic planning task force. The task force will work closely with the Collaborative Brain Trust (consultant for revising the strategic plan). Discussed new members.

#### **WWII Memorial Tree Committee, Kevin Carter**

- Met with President Courtway and he approved the project. It may start this summer. The Marine Corp has donated the labor and material for the concrete. That will save \$10,000. Received one quote for the plaques at \$20,000, so now the committee is waiting on it to go out for bid. There will be 47 trees.

#### **Veterans Committee, Denicha Kemp**

- The committee has been reformed under the President. Jimmy Bryant is the new chair. The committee is working on an Alumni Veterans Monument. The monument will be for all wars, conflicts, hostile actions, etc., except for WWII because of the tree/plaque project. It will be by McAlister lawn, since the WWII Memorial trees will be close. It may become a Veterans Memorial Lawn. They are also working on the Veterans Celebration.

### **Old Business**

None

### **New Business**

Discussed Bowling for Business Team. The cost is \$200 for a team or \$400 for lane/signage.

### **Good and Welfare**

- Next Staff Senate meeting is June 10, 2015 at 10:00 a.m. in Wingo 315.
- Staff Senate Retreat is June 24, 2015 at Conway Country Club. It will be an all-day event.
- Scan and email your Shazam awards to Lindsey Osborne by June 5, 2015.
- BearCard has moved to the Student Center, suite 104, by the bookstore.
- Admissions new director started on May 18, 2015.
- UCA Police Department's crime log is at zero right now.
- Housing and Residence Life offices are in Bernard 214 right now for new flooring.
- Graham Gillis and Diane Newton answered about the student health/retiree question. Chad will forward email to all staff senators.
- If you are a supervisor, please do your classified evaluations. If you have not had an evaluation, ask your supervisor to do one.
- Amber had her baby.
- If you have information request for IR, remember they have to be approved. So the time line is longer right now.
- Emergency Management's business continuity plan is to keep the revenue running if there is a natural disaster. Each department will be doing a business continuity plan in the future.

- Sandra Hooper went to a conference where she attended an active shooter presentation. Not many people in the room were aware of active shooter changes. Thank you to UCA Police Department for keeping us up to date.
- Library has audio books to check out.
- Professional Development committee is purchasing some webinar audio cd's about Microsoft Office topics (pivot tables, word, etc.) with left over funds for departments to check out.
- Physical Plant building is getting a fire alarm and sprinkler system installed.
- The last two on campus interviews for fraternity director are this week.
- Chad Hearne is the new Student Accounts Director. He starts on June 1, 2015.

### **Adjournment**

The meeting adjourned at 10:42 a.m. by President Hearne.