

STAFF

SEN



*Represent, Serve & Recognize*

## **Wednesday, August 12, 2015 Meeting Minutes**

### **Call to Order**

The UCA Staff Senate was called to order at 10:03 a.m. on Wednesday, August 12, 2015 in Wingo Hall 315 by Vice President Carter.

### **Roll Call**

**Senators Present:** Kimberly Ashley-Pauley, Jennifer Boudreaux, Kevin Carter, Chris Davis, Chad Hearne, Kristin Heffington, Aniaya Henderson, Lori Hudspeth, Apryl Jackson, Mary Jackson, Kandace Keeney, Aaron Knight, Leslie Knox, Alyson Lentz, Susan Peterson, Tyra Phillips, Erica Ruble, Gary Sieg, Marie Smallwood, Tracy Spence, and Lula Tyus.

**Senators Absent:** Shelby Fiegel, John Fincher, Carmesha Jemerson, Tiffany Johnson, Joslyn Kuykendall, Brandon Price, Jennifer Ruud, Marcia Smith and Colin Stanton

### **Minutes**

The August 12, 2015 meeting minutes were approved electronically on August 8, 2015.

### **Officer's Reports**

#### **President, Colin Stanton**

- President Stanton was absent but Vice President Carter stated there would be a Board Meeting August 21<sup>st</sup> at 10am. Staff Senator representation is needed.

#### **Vice President, Kevin Carter**

- There was a SPTF Retreat a few days ago and they met with the Strategic Planning consultants. The first two days was mostly data information comparing our school to local schools and regional peers. It was a good overview of where we stand and where we need to be. The strategic committee broke into 3 subcommittees. One will review undergraduate obligations and promise, one for smart growth and the other for enhancement success and continuous involvement of the Alumni. They hope to have a rough draft of strategic plan in January and the final plan presented to Pres. Courtway by March. Main concern from the meeting was our graduation rate is very low and what steps we can take to increase it and our retention.
- Appointments Committee met last week to discuss the open position from President's Office and Kandace Keeney has filled the position and was introduced to the Senators.

#### **Secretary, Jennifer Boudreaux**

- No report.

#### **Treasurer, Erica Ruble**

- Verbalized 3<sup>rd</sup> reminder for Committee Chairs to send budget request for the year.

### **Parliamentarian/Historian, Tyra Phillips**

- No report.

### **Staff Senate Committee Reports**

- No committee met

### **Courtesy, Mary Jackson**

- Sympathy  
Tiffany Jones; loss of grandmother
- Thinking of you  
Shannon Lucey; brother in car accident, in hospital  
Kathy Carroll; son in car accident, in hospital

### **University Committee Reports**

- SBAC won't meet this month, next meeting will be in September.
- Vice President Carter already spoke about SPTF committee.
- Veterans Day Committee and Subcommittee (WWII Memorial Trees) are placing plaques in front of the trees that were planted for all of the students that were killed in WWII. Veterans Day Celebration will have vendors, speakers and food sometime in November.

### **Old Business**

- None

### **New Business**

- None

### **Good and Welfare**

- Topping out ceremony will be Friday, August 21 at 9a.m. on the Thompson lawn and 2 pm in Laney Hall room 102 the plaque dedication.
- Back to school breakfast August 20<sup>th</sup> from 6:30-9a.m. on McCastlain Lawn.
- Make sure you have your parking permit!
- Sunday, move-in day! We need to help volunteer if we can to help the students get settled in and help them with any questions.
- HPER hours change Monday August 17<sup>th</sup> back to the fall schedule.
- Housing is good and at overflow this year.
- IT is interviewing for a trainer position next week.
- Student Activity Board has a list out for free movies, pizza and soda for students on Sunday nights.
- Student Accounts will temporarily be located on 2<sup>nd</sup> floor of Student Center for beginning of

classes with extended hours on weekends and weekdays.

- A big thank you to Mary for taking on graduation for Lula.
- IT will be busy, so please be patient when requesting help during the first week or two of school.
- Office of Admissions needs volunteers to help hand out food at tables to students.
- Sunday is the Alumni freshman welcome luncheon. Also this week tickets will go on sale for Oklahoma State tailgate that the Alumni Association will be hosting.
- There are approximately 60 new full-time faculty and professional staff starting this fall.
- Shape-up UCA starts in September.
- A lot of “dirt work” is going on across campus due to the Lewis expansion and Donaghey construction. Needed in order to help handle the extra utilities.

### **Adjournment**

The meeting adjourned at 10:32a.m. by Vice President Carter.