



## Wednesday, September 10, 2014 Meeting Minutes

### Call to Order

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

### Roll Call

**Senators Present:** Chad Hearne, Colin Stanton, Tracy Spence, Heather Romine, Sandra Hooper, Lindsey Osborne, Diana Burroughs, Kristin Heffington, Anaiaya Henderson, Lori Hudspeth, Scott Isenga, Mary Jackson, Aaron Knight, Joslyn Kuykendall, Linda Lentz, Susan Peterson, Tyra Phillips, Reggie Prevoe, Erica Ruble, Gary Sieg, Elizabeth Skinner, Cheryl Theall, Lula Tyus, and Theresa White.

**Senators Absent:** Kimberly Ashley-Pauley, Kevin Carter, Tiffany Johnson, Arch Jones, Denicha Kemp, and Marcia Smith.

### Guests

#### Q&A, President Courtway

- Thank You – Thank you for everybody’s work and getting this year off to a great start.
- Questions – Senator Stanton stated that UCA’s enrollment was up this year. He asked if President Courtway knew the status of other institutions in the state yet. President Courtway stated some other institutions have not reported yet. He knew U of A had an increase and heard that UALR had a decrease in enrollment.

#### Alumni, Jan Newcomer

- Alumni Services Office – The office has had a few changes and reorganization. A position was created called Assistant Director of Membership and Marketing. Senator Knight is the new Assistant Director. Alumni Association is a dues based organization. Those dues are used to fund various programs and services throughout campus and off campus for alumni, staff, faculty, and students. Homecoming is an example of an event funded by Alumni Association. The Alumni Association has introduced their first comprehensive membership campaign to increase membership and spirit. The name of this campaign is ‘Bear Your Stripes’. There are different levels of membership. Anyone that joins or renews their membership gets a pair of UCA spirit socks. We would like to invite all staff and faculty to join in “Bearing Your Stripes” and receive your spirit socks. The Alumni Association accepts graduates, former students, and friends.

### Minutes

The August 27, 2014 meeting minutes were approved electronically on September 3, 2014.

### Officer’s Reports

#### President, Chad Hearne

- President’s Meeting – President Hearne’s meeting with President Courtway is every Thursday. They discussed non-classified vacation accrual again because it’s still unresolved. There will be a meeting set up soon with the President, Warren, general counsel, Graham, and Staff Senate executive committee to find a resolution; so it can be put on the October board meeting agenda. The Wesley house issue was resolved after board meeting. They came to an agreement and the eminent domain proceedings were not necessary.

- Faculty Senate Meeting – There was discussion on moving semester start date back to Monday from Thursday. Fall 2015 is set for Thursday start date and they are trying to get that changed. This is important for lab courses because of the broken weeks. It will also add three extra days of instruction. It was mentioned that faculty senate had ask the President for free parking. Christina Madsen; Associate Vice President of Communications, Public Relations, and Marketing gave a presentation of her role and her office's role. President Hearne is going to ask her to give the same presentation for Staff Senate.

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

- Appointments Committee/Resignations – The Appointments Committee is in an ongoing meeting right now dealing with several resignations. Diane Farr's position was vacant for more than 30 days, so we were able to fill that with an at large position for the rest of this Senate term. Susan Peterson took this position. Therese Pollard accepted the position for the resignation in Academic Affairs. Jodi Oeth from Human Resources resigned this week. Send nominations for a position in C110-115 classified staff to Senator Stanton.

#### **Secretary, Heather Romine**

- No Report

#### **Treasurer, Tracy Spence**

- Budget Update
  - Polo Order - \$547.17
    - If you have not received your shirt, please see Senator Spence to sign for your shirt. If you ordered an extra shirt, Senator Spence needs payment before you sign for your extra shirt.
  - Laminating Charge for Football Committee - \$2.79
  - Paid one Professional Development
  - EOQ IV BearBucks for Employee Recognition- \$150.00
  - Transferred to Foundation to pay for scholarship for the year- \$1,900.00 (Paid out)
  - Food Pantry - \$2,000.00
  - Foundation Accounts received 4.5% annual earnings
    - Employee of the Year - \$1,000.00
    - Scholarship - \$2,300.00
    - Professional Development- \$2,900.00
  - Foundation Professional Development received \$750.00 from the birthday card campaign that President Courtway discontinued.
  - Emergency Fund and Angel Bear accounts do not have enough money to earn annual earnings but are receiving monthly contributions.

#### **Parliamentarian/Historian, Sandra Hooper**

- Reminder to take Staff Senate pictures at events.

#### **Staff Senate Committee Reports**

##### **Courtesy, Mary Jackson**

- Get Well - Joey Davis (throat cancer), Donna Johnson
- Congratulations – Mike Bunting (retirement), Justin Edens (new position at U of A)

##### **Professional Development, Erica Ruble**

- We met on August 29 to award our quarterly allotment for professional development to six employees.

##### **Angel Bear, Sandra Hooper**

- We set our timeline, discussed duties, and gave budget to Senator Spence. This year we are going to buy two storage boxes for the two Christmas trees, instead of the cardboard boxes. Discussed not wrapping the presents this year. The two reasons for this are it is time consuming and the parents can see what their children will be getting before Christmas morning. Looking into getting large Christmas bags for each child. If the parents want to wrap the presents, we have wrapping paper and tape to give. We will get the paper to do the angels for the trees.

##### **Emergency Funds, Colin Stanton**

- We received our first request for funds this week. Committee senators are responding to the request. We will give a full update once we have made a decision. This committee is still lacking a chair.

### **University Committee Reports**

#### **Strategic Planning And Resource Council / Strategic Planning Committee, Chad Hearne**

- SPARC / SPC / SBAC– SPC met on September 4<sup>th</sup> to go through annual reports, goal by goal, for the strategic plan. SPARC met on September 5<sup>th</sup> to look at additional materials from finance about more financial data. SBAC meets tomorrow. There will be a presentation from board member, Bunny Adcock, on the financial health of the institution.

#### **Student Success and Retention Council, Chad Hearne**

- SSRC – SSRC met on September 4<sup>th</sup> to discuss a one-stop-shop for students like ASU has (registrar, financial aid, student accounts, housing, etc. all in the same area of one building). Dr. Jonathan Glenn is going to do a presentation about the Guiding Principles at the 24<sup>th</sup> meeting.

### **Old Business**

None

### **New Business**

#### **Email Question, Chad Hearne**

- The question was mostly about if non-classified staff will be getting any pay raise or merit bonus. Graham's response was there was no general email sent to non-classified staff because he believes that VP's were given some equity money to distribute, so it was left up to the VP's to communicate.

### **Good and Welfare**

Next Staff Senate meeting is September 24, 2014 at 10:00 a.m. in Wingo 315.

### **Adjournment**

The meeting adjourned at 10:41 a.m. by President Hearne.