



## Wednesday, September 24, 2014 Meeting Minutes

### Call to Order

The UCA Staff Senate was called to order at 10:03 a.m. on Wednesday, September 24, 2014 in Wingo Hall 315 by President Hearne.

### Roll Call

**Senators Present:** Chad Hearne, Colin Stanton, Heather Romine, Sandra Hooper, Lindsey Osborne, Kevin Carter, Kristin Heffington, Anaiaya Henderson, Scott Isenga, Mary Jackson, Arch Jones, Denicha Kemp, Aaron Knight, Joslyn Kuykendall, Susan Peterson, Tyra Phillips, Therese Pollard, Erica Ruble, Elizabeth Skinner, Marcia Smith, Cheryl Theall, and Theresa White.

**Senators Absent:** Kimberly Ashley-Pauley, Diana Burroughs, Lori Hudspeth, Tiffany Johnson, Linda Lentz, Reggie Prevoe, Gary Sieg, Tracy Spence, and Lula Tyus.

### Guests

#### Student Success and Retention Council's Guiding Principles, Dr. Jonathan Glenn

- Guiding Principles – Dr. Glenn gave a presentation on Guiding Principles. The comments link can be found at [uca.edu/ssrc](http://uca.edu/ssrc). Everyone is encouraged to review and comment on the Guiding Principles.

### Minutes

The September 10, 2014 meeting minutes were approved electronically on September 17, 2014.

### Officer's Reports

#### President, Chad Hearne

- President's Meeting – Next meeting with President Courtway is October 2<sup>nd</sup>.
- Non-classified leave accrual meeting – Executive committee met with President Courtway, Graham Gillis, and Warren Readnour about non-classified leave accrual going to 15 hours starting out. It was decided that 15 hours will not work. The compensation committee will create another plan for non-classified leave accrual.

#### Vice President, Colin Stanton

- No Report

#### Secretary, Heather Romine

- No Report

#### Treasurer, Heather Romine for Tracy Spence

- Committee budgets due by September 30<sup>th</sup>.

#### Parliamentarian/Historian, Sandra Hooper

- Thank you to Tyra Phillips for taking pictures of staff at Break for Bears.

### Staff Senate Committee Reports

#### Courtesy, Mary Jackson

- Get Well – Donna Erbach (shoulder surgery), Pam Wardlow (fell down the stairs)
- Congratulations – Gary Sieg (promotion)
- Thank you - Leigh Ann DenHartog (for going above and beyond)
- Thinking of you – Marcia Smith (mother's leg amputated)

- Sympathy – Regina Hall (loss of stepfather), Connie Bartley/Aramark (loss of mother), Kathy Felkins (loss of mother)

#### **Employee Recognition, Heather Romine**

- The committee met on September 10<sup>th</sup>. We set our budget and dates for the year. Our goals are the same as last year with one addition. We plan on asking past employee of the year nominators their opinion of the nomination process.

#### **Appointments, Colin Stanton**

- Resignations - Jennifer Boudreaux's replacement is Marcia Smith. Diana Farr's replacement is Susan Peterson. Tonya McKinney's replacement is Theresa Pollard. All three new Senators are serving an at large term, which is for the remainder of the Senate term. Jodi Oeth's replacement is pending. Please nominate for this position.
- Change of classification – Diana Burroughs, Cheryl Theall, and Denicha Kemp received a promotion, which changed their classification. They will serve the remainder of the Senate term as an at large Senator.
- Committee Changes – The Sexual Harassment committee has been replaced with Title IX Deputy Coordinators that will be selected from current committee and go through proper training. Kevin Carter is coming off the Sexual Harassment Complaint committee and filling a vacancy on SBAC.

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

- Emergency Funds committee still needs a chair. The University Disaster Relief committee that was created last Spring for the Vilonia tornado victims has been dissolved.

#### **Basketball, Tyra Phillips**

- Senator Phillips asked for leader volunteers for basketball games. Susan Peterson, Elizabeth Skinner, Marcia Smith, and Joslyn Kuykendall volunteered. There will be a basketball sign-up sheet at the next meeting.

### **University Committee Reports**

#### **Employee Benefits Advisory, Tyra Phillips**

- Health Insurance Plans – UCA offers two health insurance plans. They are the point of service and the high deductible savings account (HSA). There is low participation in the high deductible savings account. We would like more incentives for this plan to increase enrollment. A recommendation was made to raise the employer side of the contribution to that plan. Also, a recommendation has been made to provide a GAP plan for HSA. The point of service plan already has a GAP plan.
- Section 125 Plan/Flexible Spending – If enrolled in flexible spending you have until March 15<sup>th</sup> of the following year to use any monies from the previous year and file on them before March 30<sup>th</sup>. A recommendation has been made to roll over \$500.00 from the previous year through the next year until December 31<sup>st</sup>.
- Mail Order Prescription Service – The mail order prescription service is through Optum RX. It is beneficial to you and the insurance company. You do not have to use this service for maintenance drugs (medication you take every day). You will need to opt out and you have to do this for each medication. You have to opt out by your third refill from your pharmacy or you will pay full price. To opt out call or go to the website. There was an email sent last week from Human Resources about opting out.

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

- SBAC– The committee met on September 11<sup>th</sup>. A board member, Bunny Adcock, gave an update / presentation on the financial health of the university. For the most part it was positive. There was a concern about the amount of debt we are taking on with the Donaghey district and Greek Village, but there are other things being paid off in the next few years. The funding proposal process was discussed.
- SPARC – The committee met on September 19<sup>th</sup>. They discussed the strategic plan review process. This year the strategic plan will be updated to be less operational and more strategic. A task force will be created with (faculty and staff members) employees from SBAC, administration, board members, employees from the President's office to update the strategic plan.

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

- SSRC –The committee met on September 18<sup>th</sup>. There was a presentation by Dr. Kurt Boniecki about College Transition Consortium (CTC). We are looking to join a group of universities in a study where we take a group of new admitted students once they get to the university to have a session (online or in person) with upper classmen peers to talk about concerns they had when they came on campus. It lets the freshmen know everyone has the same concerns and fears. Other universities that have tried this have seen it improve retention. It's a nationwide study.

#### **Public Art, Sandra Hooper**

- The committee met on September 12<sup>th</sup>. Erica Ruble presented the bear cub tree carving. The project was approved, but the committee denied placing it in front of Bernard Hall. They also denied the request to use the topped off tree in front of Bernard Hall at any other location on campus, because it's a deceased replanted memorial tree. The committee requested the location. They met with guest artist, Dan Steinhilber, who is bringing two pieces of art next Fall. Discussed Patrick Dougherty art installation. It was well received by the community. AIDS memorial quilt display will be here September 29<sup>th</sup> through October 3<sup>rd</sup> on 2<sup>nd</sup> floor of Harrin Hall. Part of the quilt is dedicated to Arkansans that have died from AIDS. Discussed the storage in Main. A piece of art from Baum Gallery will be a part of ArtsFest this year. Discussed the grant for authentication of the Riddick West Mexican ceramics.
- Erica Ruble met with the President's Residence Advisory Committee. The bear cub tree carving will be located in the back yard of the President's home pending approval by the Board of Trustees. There is a tree in the back yard that has already been topped off. The committee voted on this location.

#### **Old Business**

None

#### **New Business**

None

#### **Good and Welfare**

Next Staff Senate meeting is October 8, 2014 at 10:00 a.m. in Wingo 315.

Next board meeting is October 10<sup>th</sup>.

Benefits Fair is October 21<sup>st</sup> from 10:00 a.m. to 2:00 p.m.

First Bear Facts Day is October 11<sup>th</sup>.

Special Olympics Field Day is October 4<sup>th</sup> from 2:00 – 4:00 p.m. at the Intermural Recreation Field. This is a kickoff event for SO College.

Saturday is Family Day. Bring your family to the practice field from 11:00 a.m. to 3:00 p.m. before the game at 3:00 p.m. There will be food, fun, and activities.

#### **Adjournment**

The meeting adjourned at 11:00 a.m. by President Hearne.

[Please note that this document presents the contents of a web page. Certain elements (e.g., reference to the “form below”) are not true for this document. For a link to the live page with form, see <http://uca.edu/ssrc/comment/>.]

The Student Success and <sup>Retention</sup>~~Resource~~ Council (SSRC) – charged with leading, coordinating, supporting, and communicating about university thought and work focused on student success and retention – has proposed “guiding principles” for its work, and we now ask for campus discussion of these principles. We hope the final articulation of our commitments will (1) identify a broadly shared understanding by the campus community – students, staff, faculty – of its commitments to student success and (2) assist the SSRC and the campus in prioritizing investments in student success initiatives.

To that end, please take a moment to consider these statements. Then, if you wish to share comments, concerns, suggestions, objections – what have you – please use the form below to do so. While the form will not accept anonymous submissions, we will post comments without personal identifiers.

Projected review timeline:

- 2014-09-19: Send invitation for comment.
- 2014-09-26: Post first week’s comments.
- 2014-10-03: Post second week’s comments and last call for comments
- 2014-10-10: Comment period closing, final postings
- 2014-10-31: (SSRC) Review comments, revise statements, and adopt and communicate guiding principles.

Thank you for your participation! – *Student Success and Retention Council Membership*

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## **PROPOSED: SSRC Guiding Principles**

The faculty and staff of the University of Central Arkansas commit themselves to

- ♦ providing every student with the information, access, and opportunities vital to successful engagement in the UCA community.  
[Link to mission/core values: [diversity, community](#).]
- ♦ providing guidance and support for students to develop the knowledge and skills necessary to achieve academic and personal success.  
[Link to mission/core values: [academic vitality, intellectual excellence](#).]
- ♦ accepting responsibility and accountability for consistently measuring evidence of student success.  
[Link to mission/core values: [integrity](#).]

If you have questions or concerns about this conversation but do not wish to post them through this form and to this forum, you are welcome to email Jonathan Glenn ( [jona@uca.edu](mailto:jona@uca.edu) ).

For more information about the SSRC, point your browser to <http://uca.edu/ssrc/>.

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[Form appears here on the live web page.]