



Wednesday, December 13, 2017
Meeting Minutes

Senators Present: Beth Adair, Sharla Ashcraft, Kimberly Ashley-Pauley, Tachia Awbrey, Diana Burroughs, Jason Cole, Jason Davis, Austin Dodson, Shelby Fiegel, Roger Gelwicks, Gina Haddick, Kristin Heffington, Lori Hudspeth, Carmesha Jemerson, Kristin Jetts, Kimberly Klotz, Leslie Knox, Leanna McClendon, Thomas McDaniel, Julia Dossett Morgan, Alyson McEntire, Susan Peterson, Tyra Phillips, Karen Pruneda, Erica Ruble

Senators Absent: Kevin Carter, Brandon Combs, Jenna Davidson, Nadia Eslinger, Lesley Graybeal, Craig Seager, Steven Shook, Tracy Spence, Jaleesa Thomas

Guest: Hayley Harp

I. Call to Order

- A. President Ruble called Staff Senate to order at 10:01 am in Wingo Hall 315.

II. Guest Presenter

- A. Hayley Harp presented on the Big Event, an annual community service event taking place this year on March 8, 2018.
1. The Big Event is now in its fifth year. It is now its own RSO rather than under SGA.
 2. Staff Senate has donated \$1,000 to the Big Event for the last three years, and the organization would welcome a similar donation this year. These funds go to t-shirts for all volunteers of the event. Additional expenses for the Big Event include sending students to the Big Event conference in Texas and furnishings for the RSO's office space.
 3. The organization needs jobs for this year's event. These jobs are mostly limited to Conway city limits. To submit jobs and for more information, email ucabigevent@gmail.com.

III. Acknowledgement of November 29, 2017 Meeting Minutes

- A. President Ruble acknowledged the electronic approval of the last meeting's minutes.

IV. Officer Reports

A. President, Erica Ruble

- 1. There is an accessibility concern at the Farris Center, as there are no elevators in the building.
- 2. UCA President Davis has a verbal agreement with a candidate for the interim CIO position.

B. Vice President, Lesley Graybeal

- 1. No report

C. Secretary, Roger Gelwicks

- 1. No report

D. Treasurer, Beth Adair

- 1. Staff Senate spent \$556.58 on the Winter Feast. We brought in \$1795 in ticket sales, which will be transferred to Angel Bear Tree.

E. Parliamentarian/Historian, Jenna Davidson

- 1. No report

F. Ex Officio, Kevin Carter

- 1. No report

V. Senate Committee Reports

A. Courtesy Committee

- 1. The committee sent sympathy, thinking of you, get well, and congratulations cards to several individuals on campus.

B. Commencement Committee

- 1. We need more volunteer ushers for the two ceremonies on December 16, 2017.

C. Basketball Committee

1. There are still volunteer spots open for the basketball game on January 3.

D. Professional Development Committee

1. This committee will meet tomorrow to review the applications for Q3.

E. Winter Feast Committee

1. Overall, Winter Feast was a success. However, some complaints came in about there being too few tickets, some student workers attending, not enough space between tables, and issues with the sound system. Some door prizes were thrown away immediately after being received.

VI. University Committee Reports

A. Health and Wellness Committee

1. The committee is meeting with Stephens, Inc. to review demos from the wellness firm RFP.

B. Calendar Committee

1. The committee is exploring the possibility of starting semesters on a Monday to have a full first week of school and to have a Welcome Week that is required for all freshmen.
2. The committee is also exploring the possibility of a full week off for Thanksgiving rather than a fall break and a Thanksgiving break. This would potentially allow staff to be off for the entire week of Thanksgiving also.

C. Strategic Planning Committee

1. Student Services came to speak about their strategic plan.

VII. Old Business

- A. None

VIII. New Business

- A. Senator Fiegel made a motion to send a letter on behalf of staff supporting a full week off for Thanksgiving break. Senator Jetts seconded. The motion passed unanimously.

- B. Senator Adair made a motion to donate \$1,000 to the Big Event organization. Senator Burroughs seconded. The motion passed unanimously.

IX. Good and Welfare

- A. There is a photobooth in the Library for graduates until Friday, December 15, 2017.
- B. University Relations and Creative Services will host a WordPress training (via a Google Hangout webinar) led by Mark Heffington.
- C. Winter Commencement is on December 16, 2017, at the Farris Center.
- D. Reynolds Performance Hall will host a performance of A Christmas Carol on December 19. This is a fundraiser, so there are no discounted tickets. A food drive for the Bear Essentials pantry will also be part of the event.

X. Adjournment

- A. The meeting was adjourned at 10:45 am by President Ruble.