



**Regular Meeting Agenda**  
**Wednesday, June 12, 2019**  
**Wingo Boardroom**

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**Senators Present:** Alyson McEntire, Angela Jackson, Audreka Peten, Beth Adair, Carlos Herrera, Deloise Mowdy, Gina Haddick, Jaleesa Thomas, Jason Cole, Jason Davis, Jenna Davidson, Jennifer Day, Karen Pruneda, Kimberly Ashley-Pauley, Kimberly Klotz, Kim Newman, Kristin Jetts, Lesley Graybeal, Paul Dielmann, Shelby Fiegel, Steven Shook, Susan Peterson, Thomas McDaniel, and William Baker.

**Senators Absent:** Amanda Smallwood, Erica Ruble, Holly Gibbons, Lauren Zylks, Michael Hopper, Nadia Eslinger, Natalie Shock, Tabitha Hasson, Tachia Awbrey and Veneta Fricks.

- I. Call to Order**
- II. Acknowledgment of that the May 29, 2019 meeting minutes will be approved electronically following today's meeting (minutes were approved via email).**
- III. Officer Reports**
  - A. President, Lesley Graybeal
    1. President Graybeal had her last President's meeting and it was a transitional meeting with the new President's of Student Government Association, Staff Senate and Faculty Senate.
      - a) Next year President Davis will be focusing on relaunching the university's strategic planning process.
      - b) The university will continue to focus on enrollment and the new Associate Vice President for Enrollment Management will start on July 1.
      - c) Staff Senate is advocating for Human Resources to coordinate a training on the new pay plan for classified staff for supervisors of those staff members.

d) Carry over tasks for the new Staff Senate: create a new staff mentoring program, new ways to fundraise for Staff Senate scholarships, and look at changes to the Staff Senate budget (caused by changes to money coming in from football and basketball) to update Staff Senate's use of our budget.

2. There was a constituent concern about the BeWell program; the concern was passed on to Dr. Alicia Landry. If you have questions about the BeWell program, please email Dr. Landry. Reminder that there are many ways to qualify for BeWell points: volunteering, completing challenges, watching videos online, etc. Learn more at [www.uca.edu/bewell](http://www.uca.edu/bewell)

B. Vice President, Kimberly Klotz

1. The Staff Senate retreat will be held in the Mirror Room from 10 a.m. to 12 p.m. on June 26. For the first hour of the meeting, there will be an orientation for 2019-2020 Senators. Lunch will begin at 11 a.m. and there will be a short program for outgoing Senators.

C. Secretary, Shelby Fiegel

1. No report.

D. Treasurer, Beth Adair

1. Shared a brief run down of the year end budget; Staff Senate ended the year with around \$100 left in the university budget (does not roll over). Staff Senate started the year with \$16,500 in the Agency Account (carries over every year, all of the Staff Senate volunteer money goes here) and ended with \$18,000. The end of year plaques will be the only charge remaining to the Agency Account.

E. Parliamentarian/Historian, Jenna Davidson

1. No report.

F. Ex Officio, Erica Ruble

1. No report.

#### IV. Senate Committee Reports

A. Emergency Fund Committee

1. Two applicants were considered for funding and decisions were made.

B. Employee Recognition Committee

1. Reminder to nominate staff members for Employee of the Quarter.

C. Courtesy Committee

1. Three cards were sent.

D. Professional Development Committee

1. The committee had \$13,000 to allocate this quarter and \$8,000 was awarded. All applicants funded in some amount. The amount not awarded will be carried over to the next quarter.

E. Scholarship Committee

1. The committee only had \$3,000 to award. There were 17 staff applicants and 23 dependent applicants. The committee was able to award three dependents and three staff members with scholarships; all scholarships have been accepted. The committee hopes to raise more money in the future for scholarships since they are in high demand.

V. **University Committee Reports**

A. Bear Experience Steering Committee

1. The committee is identifying ways students will be recognized through the co-curricular process.

B. Sexual Misconduct Awareness Committee

1. The committee reviewed their calendar month-by-month for next fiscal year.

VI. **Old Business**

- A. Staff Senate held a discussion about volunteers at Staff Senate events.

VII. **New Business**

- A. Staff Senate discussed waiving volunteer requirements and service on other committees for Staff Senators who choose to chair the Reynolds, Basketball and Football Committees due to the amount of time it takes to serve in that role for those committees. Secretary Fiegel motioned to approve waiving volunteer

requirements and service on other committees for chairs of Reynolds, Basketball and Football Committees and Senator Mowdy seconded. The motion passed.

- B. Senator Haddick shared a concern about the catastrophic leave policy that requires staff members to take a full work day (8 hours) to qualify. The concern has been shared with Human Resources.
- C. Staff Senate discussed the possibility of creating a backpack program for staff members in need of assistance in preparing for back-to-school. Staff Senate will discuss this idea next fiscal year as there would not be adequate time to complete the project this fiscal year.

#### **VIII. Good and Welfare**

- A. Senator Pruneda asked about the last day to use Academic Impressions; it is September 16.
- B. Senator Ashley-Pauley shared that Sponsored Programs is searching for a new [Post-Award Grant Administrator](#).
- C. Senator Newman shared that the new pedestrian bridge is now open for use across Dave Ward.
- D. President Graybeal shared information about the Bear Boots on the Ground recovery efforts to assist flood victims. Staff members are allowed to volunteer to work with Bear Boots on the Ground through their recovery efforts during work hours as long as they get supervisor approval.
- E. Secretary Fiegel shared an opportunity for staff to volunteer to assist with the Community Development Institute Poverty Simulation that will be held on Thursday, August 1 beginning at 1:30 p.m. You can email her at [sfiegel@uca.edu](mailto:sfiegel@uca.edu) if you are interested.

#### **IX. Adjournment**