



UNIVERSITY OF  
**CENTRAL  
ARKANSAS™**

STAFF  
SENATE

**Regular Meeting Agenda**  
**Wednesday, September 11, 2019 in Wingo 315**

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**Senators Present:** Angela Jackson, Ashton Hankins, Audreka Peten, Carlos Herrera, Deloise Mowdy, Dierre Littleton, Elizabeth Gayfield, Hunter Roberts, Jason Cole, Jason Davis, Jenna Davidson, Jennifer Day, Kimberly Klotz, Kristin Jetts, Kyana Smith, Melanie Watson, Michael Hopper, Nadia Eslinger, Paul Dielmann, Richard Hammond, Steven Shook, Tabitha Hasson, Tachia Awbrey, Thomas McDaniel, William Baker and Veneta Fricks.

**Senators Absent:** Angela Haynie, Ashley Isom, Beth Adair, Lesley Graybeal, Natalie Shock, Shelby Fiegel, and Susan Peterson.

- I. Call to Order**
- II. Acknowledgment that the August 28, 2019 meeting minutes were approved with changes at the September 11, 2019 meeting.**
- III. The meeting was suspended for guests. Senator Davidson made the motion and Treasurer Herrera seconded.**
  - A. Warren Readnour, General Counsel
    1. Shared information about the Forming Open and Robust University Minds (FORUM) Act that passed in the last legislative session. The new law went into effect over the summer. The Act deals with public, outdoor areas on college campus that can be used for free speech (Alumni Circle, the Amphitheater, areas around picnic tables, etc.). The university is updating their free speech policy (Board Policy 406) based on the information in the Act. It will go before the Board of Trustees in October. The university will also be educating faculty and staff on the Act. There will be provisions in the updated board policy that will include the reservation of these outdoor, public spaces; the group that reserves the space will have priority. Individuals who are not part of the campus community will not have the same rights of those who are a part of the campus community for security reasons (excluding guests who are invited to campus by faculty, staff, or students). Individuals outside of the campus community can use the area by the Ferguson Chapel as a free speech space.

2. Question: Does the emergency management team have a plan in place for a “worst case scenario” situation? Readnour shared that the emergency management team and the University Police Department have a plan in place and it will not change based on this Act.
3. Question: Who classifies as an “invited guest” on campus? Readnour shared that a faculty, staff, or student must invite the guest to campus and accompany them around campus to be classified as a part of the campus community.

#### **IV. Officer Reports**

##### **A. President, Kim Klotz**

1. At the Campus Talk during x-period tomorrow, President Davis will share more information on the university budget, retirement program, and information about the future of enrollment.
2. The President mentioned the update to the National Motto Signs (Arkansas Act 604) in the President’s Meeting. The National Motto Signs update was approved by the legislature and provided to UCA to display in all buildings and classrooms. An email was sent out to campus with more information.

##### **B. Vice President, Steven Shook**

1. There are two new committees that Staff Senate needs representatives to serve on. The first is Committee on Committees. Vice President Shook serves on this committee, but one other person needs to serve. The Chief of Staff chairs this committee and this committee governs all committees that do not fall under the Faculty Senate perview. Two Senators expressed interest in serving. The other committee is the Disability Resource Center Committee; they are requesting help with appeals that come before the committee. Senator Davidson volunteered to serve on the committee.
2. Staff Senate has one vacancy.

##### **C. Treasurer Carlos Herrera**

1. No report.

##### **D. Secretary, Shelby Fiegel**

1. No report.

E. Parliamentarian/Historian, Tachia Awbrey

1. A Staff Senate group picture will be taken at the September 25, 2019 meeting.

F. Ex Efficio, Lesley Graybeal

1. No report

**V. Senate Committee Reports**

A. Courtesy Committee

1. Three cards will be sent.

B. Communication Committee

1. The committee will focus on creating a communication pipeline to Staff Senate by making the campus community aware of who their Senators are and what Staff Senate has to offer.

C. Emergency Fund Committee

1. Had a meeting to get everyone familiar with the committee.
2. A request came in to the committee and a vote will take place this afternoon.
3. Question: How much advertising is done for the Emergency Fund? Not much advertising is done because the fund is limited in its budget. It is shared in Staff Senate handouts and at the New Staff Orientation.

D. Winterfeast Committee

1. Winterfeast will be held on December 4 from 11 a.m. to 1 p.m. in the HPER Center. There will be room for 450 attendees through this move. With this change, food prices are increasing and no additional funds will be provided to offset those costs so the ticket prices will have to increase to \$8. Funds for Winterfeast go towards food costs and Angel Bear Tree funds; money donated to the Angel Bear Tree will not change.
2. The committee requests that Staff Senators assist in the collection of door prizes for Winterfeast.

E. Employee Recognition Committee

1. An announcement for nominations for Quarter I will be sent out soon.
2. The committee discussed changes to the awards because of budget constrictions. Monetary awards are no longer sustainable because BearBucks awards must now be taxed and fringe must also be taken out of the awards. Award winners will still receive a prize package, it will just be different than previous years.

F. Professional Development Committee

1. The committee awarded \$13,000 to 13 staff members.
2. The committee will update the form based on feedback from applicants.
3. The next application cycle will be for January through March, 2020.

**VI. University Committee Reports**

A. Employee Benefits Advisory Committee

1. The committee met to discuss the new voluntary retirement plan. More information will be shared tomorrow at the Campus Talk. The plan will go before the Board of Trustees for approval.

**VII. Campus Updates**

- A. Tomorrow is the last day for students to drop a class and receive a 75% refund.
- B. There's lots of games upcoming for UCA Bears Athletics! Check the calendar for more information: <https://ucasports.com/>
  1. Get your faculty/staff tickets early! The box office is open 12 p.m. to 4 p.m. Monday through Friday. You get up to six tickets per game.
  2. You can also get faculty/staff tickets in the Student Center on Thursdays during x-period.
- C. Saturday, September 21 from 11 a.m. to 3 p.m. is Amigo Fest! It's a free event with food, music, dancing and other activities.
- D. Next week is First Year Student week. There will be lots of activities throughout the week to celebrate first year students.

- E. All of the residence halls have donation boxes outside to collect donations for the Bahamas. They will be collecting donations until the end of the month. Items to donate include: clothing, shoes, femine products, baby products, and other essentials.

## **VIII. Constituent Concerns**

- A. Parking concerns: there was an email sent out by Donna Murphy concerning parking updates. Kevin Carter will be in attendance at the next Staff Senate meeting to address other concerns about parking and general construction updates.

## **IX. Old Business**

- A. No report.

## **X. New Business**

- A. Senator Mowdy motioned for Staff Senate to research making a donation to hurricane relief efforts. Senator Roberts seconded the motion.
  - 1. Senate discussed. Treasurer Herrera shared that we would have to research what kind of donation we could make. Staff Senate has made donations to Bear Boots on the Ground in the past, but other donations would have to be discussed at the Executive Committee level to see what our options are.
  - 2. The motion carried.

## **XI. Good and Welfare**

- A. Bell Urban Farm is looking to rezone their property to open up a local farm stand. The public information meeting will be held on September 25 at 6 p.m. at City Hall. The meeting will be held at City Hall in October.
- B. The Big Bear Classic will be held the morning of Homecoming. Ex-Officio Graybeal is looking for volunteers to serve along the route to direct riders and provide refreshments to riders.
- C. Residence Life is searching for a new Assistant Director. Learn more [here](#).
- D. Conway Arts Fest will be the first weekend in October.

## **XII. Adjournment**

- A. President Klotz adjourned the meeting.