



UNIVERSITY OF  
**CENTRAL  
ARKANSAS™**

STAFF  
SENATE

**March 31, 2021**

## **Meeting Minutes**

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**Senators Present:** Angela Haynie, Angela Jackson, Ashley Isom, Audreka Peten, Carlos Herrera, Deloise Mowdy, Elizabeth Gayfield, Garth Clayborn, Gunnar Bartlett, Henry Smiley, Hunter Roberts, Jason Cole, Julia Robison, Kimberly Klotz, Kristin Jetts, Kyana Smith, Lynetta Morris, Maree Herring, Michael Hopper, Melanie Watson, Natalie Shock, Paul Dielmann, Richard Hammond, Shelby Fiegel, Steven Shook, Susan Peterson

**Senators Absent:** Jason Davis, Jennifer Day, Nadia Eslinger, Taylor Ingram, Shad Foley, Thomas McDaniel

### **I. Call to Order**

- A. President Shook called the Staff Senate meeting to order at 10:00 a.m. on Zoom.

### **II. Approval of March 10, 2021 Meeting Minutes**

- A. The minutes from the March 10, 2021 meeting were reviewed via email and approved electronically.

### **II. Guest Speakers: Larry Lawrence & Kevin Carter**

- A. Larry and Kevin updated Staff Senate on various projects that are happening and will be happening on campus.
  - 1. As some of you might have seen, some of the block walls of the Wingate Center's performance hall have gone up. The building will be approximately 100,000 square feet. The project is mostly on schedule and should be finished in the fall of 2022.
  - 2. The Integrated Health Science Building has been in progress for a while and is near completion. There will be a clinic on the west end of the first floor and offices will be located on the fourth floor. Communication Sciences and Disorders will be moving into the building in mid-May. Our

nursing department will also be moving into the space during the summer. The building is approximately 80,000 square feet and soon will be open for viewing.

3. A large, outdoor shade screen will be going up on the east side of Christian Cafeteria. The actual shaded area will be between 2,800 - 3,000 square feet. A similar project will be occurring on the north side of the library. There are currently 3 shaded cloth areas and we will be adding 5 additional shade areas.
  4. On the north side of Arkansas Hall, where the nature area is located, SGA has given us funding to create an outdoor classroom.
  5. We have received a grant for \$173,000 to put in a bridge over Stone Dam Creek. This will be located north of the tennis courts and will connect an outer parking lot with the big parking lot by Physical Plant. This has been suggested for years, and we will now be able to provide the bridge. We are currently still in the drawing phase, so this will not likely be completed for another year and a half.
  6. College Square will be getting a new roof.
  7. There is a fair amount of generator work across campus. We will be getting a backup generator for Snow Fine Arts, the Burdick generator is being repaired, and we will also be getting a new generator for our secondary database center.
  8. The Donaghey roadway project is going well, and they currently have Robinson to College Street closed. A roundabout will be put in at College Avenue.
  9. Hughes and Conway Hall will be getting new windows for energy efficiency.
  10. We are getting some federal funding for air cleanliness and air filtration. We hope to replace some fan coils and add a process that uses ionization to purify and cleanse the air.
  11. We are putting in another gravel lot at 411 Western. This will be done in the next few weeks and will add about 75 parking spots.
- Question: Senator Jackson: Can Bernard and other older buildings be considered for the new air filtration?
  - Answer: Larry: We are currently working through a list of buildings, but we can always add Bernard.

### III. Officer Reports

#### A. President, Steven Shook

1. We were supposed to have a pre-recorded presentation today, but President Shook's computer has been reformatted and it will not play the video. The video presentation will be sent via email to Staff Senators.
  - a) [Student Sample](#)
  - b) [Faculty/Staff Sample](#)
2. [COVID-19](#)
3. Our Academic Impression membership will end in the next few days. President Shook has had a couple of people reach out to him in different offices saying they want us to renew Academic Impressions. What I want each of you to do, if possible, is to talk with your constituents, see if they've been utilizing Academic Impressions. If so, see what training or seminars they participated in. Next meeting we will have a more robust conversation and see what we can do.
4. During our last meeting, there was some discussion around the annual training UCA employees have to complete. Charlotte Strickland has sent an email regarding our discussion that was recorded in the minutes.

Safe Colleges: The committee talked about the amount of time the trainings take and about the *possibility of switching up some of the courses so the trainings are not so repetitive. Certain trainings have to be done every year per-state mandates.*

On an annual basis, a group convenes to discuss training course options, senior staff directives on which courses will be required, and any other training concerns or issues. This is a group of 17 employees which comprises 15 staff and 2 faculty. The feedback from this group is extensive.

Each year we discuss whether we want to continue the current course requirements or provide changes. Recently, the administration directed my office to maintain annual training on Harassment, Diversity, Title IX, Child Abuse, IT, and FERPA. My goal for each required course is to provide a new title/content for the upcoming academic year. Therefore, you will note that the Diversity, Harassment, Title IX, IT, courses have been different each year.

Administration feels strongly that employees continue to familiarize themselves with FERPA and Child Abuse, thus the annual requirement stands. Unfortunately, the company that provides our online service (Vector Solutions) has only two courses for Child Abuse, and one course for

FERPA. Therefore, the content is redundant. I apologize for that. I have voiced my frustration to the company and requested more options, but as of now, the course limitations are the same.

Regarding the time commitment for the mandated courses, the committee computes the courses' minutes and discusses the overall time expected. It is a factor in determining which courses will be chosen. We are very mindful of the time employees are expected to spend in completing their training.

I am certainly open to any and all feedback regarding training, and also would welcome a staff senator to serve on the committee and be an additional voice.

Thank you for your time and leadership!

B. Vice-President, Nadia Eslinger

1. Nominations for 2021-2022 Senators were extended until April 1st. We realized that the nomination verification email was going to people's spam so we've been emailing them personally.
2. For those of you interested in running again- remember you can only serve 2 terms or 6 consecutive years. (Article IV Section 2 of our bylaws)
3. The professional development committee has a new Chair - Richard Hammond. Special kudos to Richard for stepping up to take on this role, as the former chair Dierre Littleton has left UCA.

C. Treasurer, Carlos Herrera

1. Yesterday, Treasurer Herra sent out the budget and accounts for the year. So far, no one has asked any questions about the projected budget.
2. The cost of Academic Impressions has risen significantly in the past few years. This year the cost was \$24,000 and it is expected to rise about \$3,000 per year for the foreseeable future. This will be discussed at our next meeting after talking with our constituents. In previous years, it was \$9495.00

D. Secretary, Ashley Isom

1. No report.

E. Parliamentarian/Historian, Elizabeth Gayfield

1. No report.
- F. Ex Officio, Kimberly Klotz
1. Absent

#### **IV. Senate Committee Report/Highlights**

- A. Courtesy Committee: Senator Peterson has sent out one card so far. If any other cards need to be sent out, please contact Senator Peterson.
- B. Spring Social Committee: The committee has been meeting and has gotten approval to have a grab-and-go event with very limited seating. More information will come out in the coming weeks.
- C. Compensation Committee: The committee met with Britni Elder to get her introduced to the committee and took the time to ask her different questions about differences in classified and non-classified positions. Britni talked about offering training about differences in pay structures. We think that this training would be good for people on the committee to take at the beginning of the year so that they could be prepared for the year. Britni also recommends reading the Compensation Act and Fair Labor Standards Act.
- D. Reynolds Committee: There are four more shows in April and then we are done. We still have a couple of volunteer spots open for Akbar Gbaja-Biamila, The Midtown Men, and The Queen's Cartoonists. [Register here!](#)
- E. Staff Senate Scholarship Committee: The committee is in the process of reviewing the applications. All committee members should have received an email on March 24th regarding the applications. Please go over the applications so that the committee can complete the process after the April 8th deadline.

#### **v. University Committee Reports**

- A. Academic Adjustments and Appeals Committee: The committee met and approved two appeals.
- B. Lactation Suite Committee: The committee discussed the MamavaPod. This is a portable nursing pod that could be used for events on campus. The committee is looking at getting assistance to purchase 1-2 of these units. This would allow nursing parents to have someplace to feed their children other than a bathroom. <https://flyknoxville.com/2020/02/07/new-lactation-station/>  
The lactation suite in Irby is almost finished and will be opening soon.

- C. Employee Service Awards: The award ceremony will be held on April 29th during X-period in Ida Waldran. The Employee of the Quarter winners will be spotlighted as well as the retirees for this year. The employees of the year will be announced at the Opening Convocation ceremony in August.
- D. Search Committee: Senator Jackson is one of the members on the selection committee for hiring the new Vice-President of Academic Affairs. So far they have selected 11 candidates for Zoom interviews, but they will be narrowing them down to 4 or 5 individuals to invite for on-campus interviews. The goal is to have someone hired by the time Ronnie Williams retires on May 15th.

## **VI. Campus Q&A**

- A. None.

## **VII. Constituent Concerns**

- A. Question: “I have been asked if the 'Work From Home' policy will go away once we are post-COVID or if the University has made a decision on that yet. The concern was if a staff member was ill but could manage to handle business, would they need to use sick time, or would the policy still be in place. Thanks for any clarification on this?”

Response: President Davis will be sending out a communication addressing this issue very soon.

- B. Question: “When will there be another COLA or salary research study for staff? Physical plant and housing staff have people there hardly making \$22,000 a year, and they work so hard and do very disgusting jobs. They need to be rewarded. They work long hours only receiving comp-time, no overtime. Please consider rewarding these staff with a COLA or salary bump or at least 4-day work week options to save gas. Anything to help these people get by. What can be done by the state to make this happen? Thank you!”

Response: This question was sent on to Amy Whitehead, and she has informed us that she believes any decisions on COLAs will be made in May when the Board adopts their new budget.

## VIII. Old Business

- A. None.

## IX. New Business

- A. The Employee Recognition Committee met with the Associate Vice-President of Human Resources, Britni Elder, and she expressed her interest in being a part of the committee.

Senator Fiegel: If a motion is needed, I would motion to approve the addition of the Associate Vice-President of Human Resources (or equivalent) to the Employee Recognition Committee.

Senator Herring: Second.

Senator Hammond: Will this member be a voting or non-voting member?

A discussion was had and we decided it would be a non-voting position.

The Staff Senate voted and the motion carried.

## X. Good and Welfare

- A. Senator Smiley: The Occupational Therapy class of 2024 is almost complete! Also, Senator Smiley and his wife will be moving to Maryland in September. Senator Smiley's son also received the Governor's Scholarship and will be attending the University of Arkansas on a full ride for the next four years!!
- B. Historian Gayfield: A portion of the second floor of the library now has new flooring!
- C. Senator Fiegel: The Human Library will be on April 6th from 12:00 - 1:00 and 1:30 -3:00 via Wonder. <https://uca.libguides.com/HumanLibrary>
- D. Senator Bartlett: April 9th starts out our Capital Campaign Kickoff. This will launch UCA's largest campaign in its 115-year history. The event will take place at the Harding Centennial Plaza Fountain. The event will be socially distanced and we encourage everyone to come and support this event. On Saturday there will be a Laurels and Stripes event to celebrate student scholarships and to raise money for more students to be able to attend UCA. If you would like to volunteer, please let Senator Bartlett know.

- E. Senator Jetts: April 19 - April 24, there will be some Stress Less for Success activities. We will be doing a lot of meditation, yoga classes, expressive art, etc. When you come into contact with students, please encourage them to participate.
- F. President Shook: Just a reminder: Elections are coming up. If you have any questions you can email President-Shook or Vice President/President-Elect Eslinger.

## **XI. Adjournment**

- A. Senator Herring motioned to adjourn. Senator Bartlett seconded. Motion carried.