



August 11, 2021

Meeting Minutes

Senators Present: Angela Polk, Ashley Isom, Audreka Peten, Carlos Herrera, Christy Dade, Courtney Bryant, Elizabeth Gayfield, Jason Cole, Jennifer Ruud, Kristin Jetts, Kyana Smith, Melanie Watson, Nadia Eslinger, Shad Foley, Steven Shook, Tina Wells, Garth Clayborn, Hunter Roberts, Susan Peterson, Jennifer Day, Richard Hammond, Lynetta Morris, Natalie Shock

Senators Absent: Jason Davis, Veneta Fricks, Taylor Ingram, Angela Jackson, Kimberly Klotz, Thomas McDaniel, Julia Robison, Alison Taylor

I. Call to Order

- A. Vice President Herrera called the meeting to order at 10:09 am.

II. Approval of July 28, 2021 Meeting Minutes

- A. The minutes from the July 28, 2021 meeting were reviewed via email and approved electronically.

III. Guest Speakers

- A. Dr. Robin Williamson, Vice President for Student Affairs
 - 1. Dr. Williamson has worked in Student Affairs for 25 years at both public and private institutions in Alaska, Florida, New Jersey, Ohio, South Carolina, Texas, and Wisconsin. Dr. Williamson joins us from Fairleigh Dickinson University, Florham Campus in New Jersey where she served as Dean of Students. In her role, she is responsible for the overall leadership of campus student affairs programs.
 - 2. One of her ongoing goals for the Division of Student Affairs is redefining what it looks like to better serve our students holistically.
 - a) Increased focus on being relational rather than transactional
 - b) New Student Programs--more robust support throughout a student's first year

- c) Dr. Williamson was a First-Generation college student and she understands the increased support that First-Gen students need to be successful

B. Captain Chris Bentley, UCA Police Department

1. Addressing concerns about new parking regulations and fee increases
 - a) Main purpose is to update fees that have not been updated in many years and clean up the language and grammatical errors in the policies
 - b) Parking ticket fines not increasing yet; will take effect in January 2022
 - c) Clarified that fines will no longer double after 30 days; this practice actually has not been used in years since fines are added to accounts.
 - d) New citation options for UCA Police so they have the option to keep the tickets “in house” instead of sending ticket to Conway PD and potentially to court
 - e) Faculty/Staff may purchase a second vehicle permit for \$60; stolen permits may be replaced free of charge
 - f) UCA is looking into replacing some of the coin meters on campus with new meters that accept credit cards and dollar bills

IV. **Officer Reports**

A. President, Nadia Eslinger

1. “No Meeting Mondays” kick-off email going out next week. This is not a required activity for offices, just a suggestion to try and give mental breaks on certain days of the year.
 - a) Dates will be September 20, December 6, February 28 and April 4
2. Masks are now required in all buildings on campus. Updates from the President’s office will come out on Sundays for the upcoming week’s status.
3. President Davis stressed that supervisors are expected be flexible and reasonable with staff who have issues that arise due to COVID
4. President Eslinger met with Britni Elder in HR to look at different Remote Work Policies at other institutions. Kansas State University has a policy that includes an evaluation process to determine when/where remote work will be appropriate for staff. Senators were asked to review their procedures and offer support or opinions. We will continue to work with HR to offer suggestions for remote work opportunities to upper administration for their future consideration

5. Board of Trustees meeting on Friday, August 13 at 10 am- agenda was sent to campus, there is a Zoom option to attend
 6. Faculty Convocation in Reynolds Performance Hall next Wednesday, August 18 at 9:00 am
 - a) Employees of the Year will be announced at Convocation
 7. Almost 900 UCA employees are receiving the \$200 vaccine incentive on their upcoming paycheck. There is still time for staff to be vaccinated and receive the incentive on an upcoming paycheck.
- B. Vice-President, Carlos Herrera
1. Committee Interest Form sent to campus through email this morning
 2. Staff Senate Feedback form sent out to campus email this morning
- C. Treasurer, Kristin Jetts
1. Email sent to Staff Senate Committee Chairs for Committee Budget reports. Send any proposed budget changes to Kristin by next Monday. These will be voted on at the next Staff Senate meeting.
- D. Secretary, Garth Clayborn
1. No report
- E. Parliamentarian/Historian, Melanie Straw-Watson
1. No report
- F. Ex Officio, Steven Shook
1. No report

V. Senate Committee Report/Highlights

- A. Courtesy Committee: Angela Polk has sent out three sympathy cards since the last meeting.
- B. Appointments Committee: Maree Herring has resigned from Staff Senate due to work obligations. The committee will meet soon to discuss a replacement for her position.
- C. Employee Recognition Committee: EOY winners selected and will be announced at Faculty/Staff Convocation next Wednesday morning.
- D. Reynolds Committee: Ushers needed for shows beginning in October. Volunteer form will be sent out in September. There will be six shows this fall semester.
 1. Staff can earn comp time to be used during the holiday break.

VI. University Committee Reports

- A. None

VII. Campus Q&A

- A. None

VIII. Constituent Concerns

- A. When is the UCA dress policy officially returning to business casual?
 - 1. Usually this happens the week that classes start and HR sends out an email reminder
- B. What is the protocol for contacting campus police if someone is not complying with the new mask mandate?
 - 1. If a person in your building is not wearing a mask, you should ask them to put on a mask.
 - 2. If they refuse, you should ask them to leave the building.
 - 3. If they refuse to leave the building, at that point, a crime has been committed and you may contact the UCA Police Department to intervene.

IX. Old Business

- A. None

X. New Business

- A. None

XI. Good and Welfare

- A. Susan Peterson is retiring on September 10th.
- B. Elizabeth Gayfield is transferring to the Office of Institutional Diversity on campus.
- C. Kristin Jetts has two extra Staff Senate shirts if anyone needs/wants them
- D. Thanks to all the staff volunteers across campus for making Commencement happen last weekend. Huge shoutout to Outreach, Registrar, Physical Plant, UMAC, UCA PD, and many others for their help.

XII. Adjournment

- A. Senator Gayfield motioned to adjourn. Senator Watson seconded. Motion carried.