



July 28, 2021

Meeting Minutes

Senators Present: Alison Taylor, Angela Polk, Ashley Isom, Audreka Peten, Carlos Herrera, Christy Dade, Courtney Bryant, Elizabeth Gayfield, Jason Cole, Jason Davis, Jennifer Ruud, Kim Klotz, Kristin Jetts, Kyana Smith, Melanie Watson, Nadia Eslinger, Shad Foley, Steven Shook, Taylor Ingram, Tina Wells, Garth Clayborn, Hunter Roberts, Julia Robison, Susan Peterson, Thomas McDaniel

Senators Absent: Veneta Fricks, Jennifer Day, Richard Hammond, Maree Herring, Angela Jackson, Lynetta Morris, Natalie Shock

I. Call to Order

- A. President Eslinger called the meeting to order at 10:06

II. Approval of July 14, 2021 Meeting Minutes

- A. The minutes from the July 14, 2021 meeting were reviewed via email and approved electronically.

III. Officer Reports

- A. President, Nadia Eslinger

1. Pandemic Planning Meeting was held on Monday, July 26. CDC has updated recommendations for vaccinated and unvaccinated people to mask indoors. Delta variant is stronger, more transmissible.
2. Town Hall meeting on Wednesday, July 28 with Dr. Pastor during X-period went well. Video of the Town Hall will be available on BeWell website. Vaccine clinics are still happening. Special lunch time vaccine clinic today between 12-1.

- B. Vice-President, Carlos Herrera

No Report.

- C. Treasurer, Kristin Jetts
 - 1. No report
- D. Secretary, Garth Clayborn
 - 1. No report
- E. Parliamentarian/Historian, Melanie Straw-Watson
 - 1. No report
- F. Ex Officio, Steven Shook
 - 1. No report

IV. Senate Committee Report/Highlights

- A. Courtesy Committee: No report.
- B. Brief Committee Chair Training this morning at 9:30. Will send out the presentation to all Senators.

V. University Committee Reports

- A. Nominations given to Committee Chairs for all University Committees, but the Committee on Committees must vote to approve these nominations in August.

VI. Campus Q&A

- A. Donaghey Street road construction is a phased project and will be ongoing for the foreseeable future. The section from Bruce to Dave Ward should be done soon.
- B. Staff Senate will be working to compile some resources and training for Google Workplace and will put them on our website

VII. Constituent Concerns

- A. Personnel Issue: Constituent expressed concern about unprofessional behavior of a supervisor. Sent to Britni Elder in HR.
 - 1. Staff Senate Exec Board is in discussion with Britni and Amy Whitehead about the best way to encourage constituents to use the proper chain of command to report staff complaints rather than anonymously submitting a Staff Senate Contact Form. The Contact Form may be updated to include language to help manage expectations.
- B. Flex Schedule Concern: Constituent expressed concern that working flex hours (coming in early or staying late on certain days) is not beneficial in their position because most staff members they need to interact with aren't also on campus at

these times. They would like UCA to reconsider allowing staff members to work remotely 1-2 days per week.

- C. Confirmation that faculty and staff will receive masks and gaters again this year. They will also be made available to students.
- D. LRSD petition to reverse Act 1002. We can contact our Representatives if we are also concerned. UCA will have a contingency plan in place if we must pivot to virtual classes for any event or circumstance, but UCA cannot require students or staff to wear masks.
- E. UCA will be updating door signage to state that CDC is now recommending masks for vaccinated AND unvaccinated people.
- F. Plexiglass barriers at workstations will remain; no plan to remove them right now.

VIII. Old Business

- A. None

IX. New Business

- A. [Retreat Ideation Session](#): 5 Topics that we passed around and we all shared. Exec Board met to identify some action items for the 2021-22 academic year:
 - 1. Send out campus-wide survey to campus regarding Foundation grant
 - 2. Staff Book Club
 - a) Alison Taylor has volunteered to assist with this
 - 3. Happy Hour/Employee Game Night/Happy Hour
 - a) Potential locations include Buffalo Alumni Hall or Kings Live Music downtown
 - 4. No Meeting Mondays. Meeting blackout dates each semester when no meetings are scheduled. 4-5 dates throughout the year.
 - 5. Staff Appreciation: Perhaps t-shirts for all staff
 - 6. Compensation: Video/Webinar explaining pay scales at UCA. How they work and how you can advocate for yourself. Perhaps a Town Hall explaining it.
 - 7. Better Staff Evaluation Process

8. Professional Development: Awareness of what professional development is and various opportunities, how to submit for professional development funding
 - a) Staff Senate sponsored PD opportunities, bring in outside speakers
9. Training from IT for specific software such as Google Workplace or Zoom

B. UCA Police Department Fee Changes

1. Parking and traffic fees have not increased in 25 years. New fees for parking and traffic violations will likely be going into effect in January 2022
2. Fees increasing across the board. Traffic violations fee increasing to \$50, Parking violations fee increasing to \$30
 - a) Question: Will fees continue to double after 30 days?
3. Donaghey road construction from Dave Ward to Bruce should be done before school starts

X. Good and Welfare

- A. Tomorrow is the Windgate Topping Out Ceremony at 11:30 am
- B. Appreciation to Staff Senate from Susan Peterson for sending flowers to her late son's memorial service
- C. 2022 Admissions Applications opening August 1

XI. Adjournment

- A. Senator Foley motioned to adjourn. Ex-Officio Shook seconded. Motion carried.