



Mar 30, 2022

Staff Senate Meeting Minutes

Senators Present: Ashley Isom, Kristin Jetts, Melanie Watson, Nadia Eslinger, Tina Wells, Jason Davis, Lynetta Morris, Natalie Shock, Julia Robison, Elizabeth Gayfield, Jennifer Ruud, Kyana Smith, Thomas McDaniel, Robyn Smith

Senators Absent: Audreka Peten, Carlos Herrera, Christy Dade, Jason Cole, Garth Clayborn, Hunter Roberts, Jennifer Day, Angela Jackson, Alison Taylor, Courtney Bryant, Shad Foley, Veneta Fricks, Kimberly Klotz, Angela Polk, Steven Shook, Richard Hammond

I. Call to Order

- A. President Eslinger called the meeting to order at 10:00 am.

II. Approval of March 13, 2022 Meeting Minutes

- A. The minutes from the March 13, 2022 meeting were reviewed via email and approved electronically.

III. Guest Speakers

- A. President Houston Davis

1. President Davis thanked all of those who came or virtually attended the Campus Talk on March 17th. We have known for some time that we would reach an enrollment cliff that would affect the university and higher education in general. We have and will be having open conversations about how we intended to address any issues that will arise over the next several years. We intend to keep all employees informed about the direction that the university is/will pursue while allowing individuals to express their own opinions and ideas.
2. In regards to the pandemic, we have adjusted to support the personal health care decisions of our employees. With these adjustments, we want to make sure that we are able to provide individuals with the resources they need. If anyone needs access to any specific resources, please let us know.

Questions:

- a) Senator Smith: Constituents have asked about a suggestions box; do we have a suggestions box?

Answer: We do not have a physical, but everyone is more than welcome to email President Davis with any suggestions that they might have. If you would like to remain anonymous, you can always speak to a Senator or use the [Contact Form](#) on the Staff Senate webpage. The contact form will ask for your contact information, but you can omit that information.

- b) President Eslinger: How will ROI and budget cuts affect travel and professional development?

Answer: Because mandates are being lifted and there are more conferences being held in person, the university will allow for more travel and professional development. Budgetary issues were not the biggest factor in prohibiting travel for the last year, but rather it was the pandemic. However, we now know that we should be more mindful when it comes to choosing which conferences and events we should attend. Many conferences are now offering virtual passes and recorded training, which can be significantly cheaper than an in-person conference. Being mindful of these opportunities is key.

- c) Senator Robison wants to express thanks to Dr. Poulter for her appreciation of the staff members on campus. She took the time to remind everyone that there are some departments that work with several departments concurrently and results are not always instantaneous. We should all remember to treat each other with kindness and respect.

B. Robyn Smith - Associate Director of the Office of Accessibility Resources & Services

1. The office that has been the Disability Resource Center is rebranding and changing its name to the Office of Accessibility Resources & Services (OARS). The name change is being done to raise awareness about what resources the department provides and reduce any stigmatized feelings surrounding the previous name. Often we find that students do not realize they might have a processing disorder, reading disorder, or many other disorders that might be hindering their collegiate experience. The main goal for the Office of Accessibility Resources & Services is to see each student succeed on this campus and be able to graduate. If you know a student who is hesitant to get help or access resources, be sure to let them know that we are here to foster equitable access to education and we would love to assist them in any way possible.

IV. Officer Reports

A. President, Nadia Eslinger

1. Thank you to everyone who watched or attended the Campus Talk the week before spring break. We would like to host come Q & A's in the future so that we can readily address any concerns across campus. We will update everyone when more information is available.
2. We recently conducted a survey about No Meeting Mondays. The feedback that we received was largely positive. One of the questions asked was what other day would people like to be considered for a no-meeting day and the general consensus was that Friday would be another good day. Some departments have already enacted Focus Fridays and use the time to finish up any last-minute projects before the weekend. We will discuss this option more in-depth during our next meeting.
3. Vice-President Herrera sent out a survey to our past senators to learn about their experiences while serving on the Staff Senate. The biggest takeaway had to do with volunteer hours. Senators are required to volunteer for at least 12 hours each fiscal year. The Senate is actually paid by departments like Athletics and Reynolds Performance Hall for staffing their events. Those funds are then used to support the initiatives and events that the Staff Senate hosts throughout the year. We will table this discussion and wait until the new term begins and new Senators are elected before addressing these concerns.
4. Elections are coming up! Please remind your constituents to vote! Constituents will only vote for potential senators that would represent their specific category. (ex: employees of Academic Affairs will only vote for nominees in the Academic Affairs category) Because there has been some restructuring to several departments on campus, the number of representatives might change over time.
5. The response from having two remote workdays over spring break was very positive! We were given a suggestion to be mindful that prospective students usually try to visit campus over spring break, so we need to make sure that the proper places are unlocked during our times.

B. Vice-President, Carlos Herrera

1. Absent

C. Treasurer, Kristin Jetts

1. We have an update on the Professional Development fund. We have reimbursed \$16,803.46 this fiscal year. This leaves us with the remaining balance of \$15,241.54. There are still a few people left to reimburse for quarter 3 and there will be other expenses to reimburse in quarter 4.
2. In the month of April, we will be able to see how much money was raised for Staff Senate during the Day of Giving.

D. Secretary, Garth Clayborn

1. Absent

E. Parliamentarian/Historian, Melanie Straw-Watson

1. No Report

F. Ex Officio, Steven Shook

1. Absent

V. Senate Committee Report/Highlights

A. Courtesy Committee: One card is being sent out.

B. Professional Development: Requests for quarter 4 professional development are encumbered. We are finding that some of the funds that have been requested were eventually not needed because of the event going virtual or being canceled. Some individuals have expressed their concern with the volunteer hours requirement for receiving professional development funding. If you are unable to participate in the traditional events that Staff Senate staff, please let the committee know so that they can come up with a solution.

C. Spring Social: President Davis has agreed to participate in the Pie in the Face fundraising event during the Spring Social!

VI. University Committee Reports

A. Strategic Planning: The committee is working on the university's KPIs. The deadline for this project to be completed is the end of this fiscal year. The results should be available on July 1st.

VII. Campus Q&A

A. Senator Isom: Some constituents have expressed a desire to have an annual event to remember and honor those who we have lost during the year. It was advised to reach out to Dr. Williamson because she had expressed a similar interest.

B. Treasurer Jetts: Constituents have had some trouble with the DuoMobile application that is being launched across campus. If you are having any trouble with the application, please contact IT with any specific issues you are having. Also, having two-factor authentication will not circumvent the policy of having to change our passwords every 90 days.

VIII. Constituent Concerns

A. None

IX. Old Business

A. None

X. New Business

- A. None

XI. Good and Welfare

- A. For next month, the first Staff Senate meeting will be on Zoom, but the second meeting will be in person.
- B. President Eslinger's office, Student Success, will be having an info session on March 31st for any student who is interested in working for the office of Student Success. They employ over 70 students each year to be peer coaches, tutors, or SI leaders. If you have any students who are interested in working on campus, please encourage them to apply.
- C. Commencement volunteers are needed! Please help make graduation a success!
- D. The Arkansas Coding Academy has some new classes coming up. Please visit their [webpage](#) for more information.
- E. We will have home tennis games this Friday and Sunday. Next Tuesday we will be playing the Razorbacks in softball. The game starts at 6:00 p.m., but the gates will open at 3:00 p.m. Help us support our athletes!
- F. Senator Robison's daughter, and UCA graduate, has just finished her fellowship in gynecological surgery and has been offered a position at the University of Oklahoma Medical Center.
- G. OARS (Office of Accessibility Resources & Services) will host an open house the week after finals. Please stop by and support this rebrand. More information about the event will be available soon.

XII. Adjournment

- A. Senator Watson motioned to adjourn. Senator Isom seconded. Motion carried. Meeting adjourned at 10:51 am.