



Regular Meeting Agenda - Minutes

September 28, 2022 | 10:00 am

Senators Absent:

Jennifer Day, Nicole Sumner, Shad Foley, Tajaro Hudson, Christy Dade, Elizabeth Gayfield, Myron Kuykendall, Paige Dutton, Richard Hammond

Senators Present:

Melanie Watson, Angela Jackson, Audreka Peten, Danielle Kraus, Eric Fulton, Jennifer Olson, Robyn Smith, Travis Johnson, Jennifer Ruud, Julia Robison, Nadia Eslinger, Lynetta Morris, Robby Burton, Sherita Kern, Tina Wells, Veneta Fricks, Alison Taylor, Carlos Herrera, Courtney Bryant, Natalie Shock, Ricky Harris, Jessica Taylor, J.W. Calvery

Call to Order

- President Herrera called the meeting to order at 10:02 am.

Approval of the Minutes previous meeting

- Previous meeting minutes approved via email.

III. Guest Speakers

- Kevin Thomas - VP Enrollment Management.
 - Dr. Thomas is the Associate Vice President of Enrollment Management; he stated that this academic year 2022-2023 has the 2nd largest Freshman class – 1800. Most of the students are from the state of AR. The focus is keeping the student for the next four year with the help from the Student Success Office. Transfer Students are up by 14%. Dr. Thomas stated that UCA has the Best Transfer Services Team in the state of AR. A lot of the transfers are from 4-year institutions. A few stats are 28 students from University of AR, 22 students from AR State University and 20 students from AR Tech University have transferred to UCA. Dr. Thomas stated that UCA has some of the best strategic leaders – conservative with the budget. Hoping to have official numbers from Institutional Research mid-October.
 - Questions for Dr. Thomas:
 - Will UCA be a Test Optional school?

- We are through Fall 2027; Board of Trustees approved at the August 12, 2022 meeting.
 - What was the date of reporting for the enrollment numbers for this academic year 2022-2023?
 - The Date was September 9th. Usually the 11th day of classes
 - What determines a student having to take remediation courses?
 - UCA is using a combination of GPA and test scores to determine placement in remedial coursework.
- Kim Klotz - courtesy of Veteran's Day Committee
 - Kim gave information about the Information Fair Registration Form for Exhibitors and Sponsorship Opportunities Form. If we know anyone interested, please give them the appropriate form. They will grill on this day. The theme is Honor and Education. Kim is asking Staff Senate for three things:
 - Help spread the information about Veterans Day by emailing our constituents. On November 3, 2022 a Vendor Fair from 12pm to 1:30pm; then, a Ceremony from 1:40pm and 2:30 pm. Veterans Day is on November 11, 2022.
 - Include a Letter of Support (Resolution) from the Staff Senate for the Ceremony Program.
 - For the Staff Senate to help support the Veterans Committee with \$558.33 for the cost of 50 yard and Banner signs from 4imprint. The Veterans Committee hopes to celebrate the entire month of November.
 - Dr. Thomas asked for others who are interested in helping on the Veterans Committee year-round to support the Veterans on campus – initiative based and go towards scholarships.

IV. Officer Reports

- President, Carlos Herrera
 - Consensual Relations committee: Senator Ruud and Senator Eslinger will be joining this committee. This group will review the current language regarding consensual relationships between Faculty/Staff and students. Group will consist of the Provost, Legal, Faculty and Staff Representatives, etc.
 - Upcoming Board Meeting
- Vice President, Jenny Ruud
 - We still need a Chair for the Courtesy Committee and still need to

- fill Senator Angela Polk's position.
- Treasurer, Angela Jackson
 - [Treasurer's report](#)
- Secretary, Christy Dade
 - Not present, no report.
- Parliamentarian/Historian, Melanie Watson
 - Please make sure if your committee meets to use the committee report on the Senate website.
- Ex Officio, Nadia Eslinger
 - The Food Truck Festival is still being organized; Staff Senate and Aramark are partnering together. Date is the Friday of Homecoming from 11-2; more info will be sent out closer to the date with a list of trucks.

V. Senate Committee Reports

- Courtesy
 - Myron Kuykendall has a new baby and Tajaro Hudson is getting married on November 5. A Groom Shower will be hosted soon.
- Football
 - The committee met to see how the first game went. Suggestions to have a meeting after each game to see what can be improved for the next game. Also, a Volunteer Station Tips/Pointers Sheet was created by Travis. We have enough volunteers for the October 8th home game. For volunteering opportunities, [please see here](#).
 - Was asked by a constituent if students are allowed to volunteer as ushers. Spoke with Athletics and they are fine with it as long as we are. We will allow students to volunteer as ushers; however, should a staff member need holiday time, staff will take precedence

VI. University Committee Reports

- Council for Student Success
 - Committee met to discuss a reorg on the working groups to better focus on DBIE. The working groups are currently on hold.

- Homecoming
 - Moving forward with the office decorating contest. No information on the food drive at this time. Will bring up plaques in new business

VII. Campus Q & A

- DBIE Fair
 - volunteers during Fair (Oct 4, 11am-3pm) – if interested in helping speak with Senator Gayfield.

VIII. Constituent Concerns –

- Applicant Tracker – Notifications
 - The email triggers for when an applicant submits their application will begin with their confirmation number showing their application has been received. While applications are being reviewed the applicant will see that their application is "under review". No other email triggers are sent until the selected applicant is completely hired and the posting is moved to filled. At that point the applicants interviewed receive a canned response that they did not receive the position. Applicants that were not interviewed will receive a canned response thanking them for their interest but the position has been filled with another applicant. The hired applicant will receive their congrats email at the filled workflow also. The purpose of this is so that applicants that may be an alternate finalist will not be told they did not receive the position because at times people turn down the position after the application has turned into a hiring proposal.
- Holiday Time - Other Opportunities
 - Could UCA employees earn Staff Senate hours for doing volunteer work outside of events like ball games and Reynolds center performances? How about for groundskeeping? We have some people on campus interested in volunteering who are not able to stand on their feet long enough to work a ball game, but they are able to sit down to pull weeds and plant flowers. Some departments or groups may even be willing to adopt a flowerbed that they regularly take care of (somewhat like adopting a highway). This would help provide some slack to Physical Plant.
 - After speaking with the President, it was decided that at this time, this is a no. However, this did spark a talk about doing campus clean up days in the Spring. Perhaps a big clean up day that focuses on Campus and gets Faculty, Staff, and Students involved.

IX. Old Business

- None

X. New Business

- Veteran's Day Support
 - ***Motion to provide support to the Veteran's Day Committee by giving funds for signage from the Agency Account; \$558.33 for the cost of 50 yard and Banner signs from 4imprint.***
 - Motioned by Senator Jackson and seconded by Senator Smith. Motion was approved.

- HoCo Plaques
 - The Homecoming Committee recommended two plaques for the office decorating contest. These plaques would be for the first place offices in two categories (academic and non-academic). Senator Jackson requested that we give the second place winners plaques as well. Prior to the vote, it was asked that we get a full quote for all four plaques from Billy's before we vote to spend money. It was decided to table the discussion and to do an e-vote in order to get advertisement out for the contest.
 - ***Motion to allocate up to \$100 to provide four plaques (two first place and two second place plaques) for the Office Decorating contest from the Agency Account.***
 - Motioned by Senator Kern and seconded by Senator Jackson. Motion was approved by e-vote.

- Emergency Fund
 - We currently have \$1274 in the account. In order to keep this account funded, we have to vote to move funds from the Agency account to the Foundation Account.
 - ***Motion to transfer \$3,000 from the Agency Account to the Emergency Fund Account.***
 - Motion was made by Treasurer Jackson and seconded by Vice-President Ruud. Motion was approved

XII. Good and Welfare

- Senator Peten's daughter – Kaidyn Beckwith is on the Conway High School Homecoming Court 2022
- The Housing Office and the Library still has [open positions](#)
- The Athletics Department raised 138 pounds of cereal in a food drive and the women's volleyball team won the I-40 match. Will be doing more drives at future sporting events to include can openers, Baby products, Spices, and Sauces
- October 1, 2022 Game is family Day and Bear Facts Day – 872 quests have register for Bear Facts Day
- Last Day to Register to Vote is October 11th. Please remember you can vote at Donaghey Welcome Center on November 8th.

- Important dates: 10/7 Board meeting and 10/13 Campus Talk

XIII. Adjournment

Motion to adjourn by Senator Taylor; Second by Senator Bryant. Meeting ended at 10:54