



Regular Meeting Agenda
April 12, 2023
10:00 am
Wingo 315

Senators Absent: Alison Taylor, Angela Jackson, Courtney Bryant, Michael Hopper, Myron Kuykendall, Paige Dutton, Sherita Kern, Tina Wells

Senators Present: Audreka Peten, Carlos Herrera, Christy Dade, Danielle Kraus, Elizabeth Gayfield, Eric Fulton, J.W. Calvery, Jennifer Day, Jennifer Olson, Jennifer Ruud, Jessica Taylor, Julia Robison, Lynetta Morris, Melanie Watson, Nadia Eslinger, Natalie Shock, Richard Hammond, Ricky Harris, Robby Burton, Robyn Smith, Tajaro Hudson, Travis Johnson, Veneta Fricks, Whit Ables

I. Call to Order

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

II. Approval of the Minutes from previous meeting

A. 03/29/23 meeting minutes approved via email.

III. Guest Speakers

A. None.

IV. Officer Reports

A. President, Carlos Herrera

1. [Total Solar Eclipse plans are being made](#), lots of ideas of what to do are being discussed. There will be 4 to 4 1/2 minutes of total darkness. They are considering safety protocols, etc. Will need volunteers. More information will be forthcoming.

2. The Arkansas legislative session has ended. Some highlights from the session are:

A. The Arkansas Academic Challenge Scholarship amount has increased.

B. All classified positions in Higher Education will be moved to non-classified on July 1, 2023. This will impact how the Staff Senate designates senators. The change will not affect the makeup of the senate for this next year, but will for the following year. Discussions will need to take place on how we will transition and what bylaws will need to be

updated. This will also cause Human Resources to conduct further job studies.

3. Remember to attend the [70th Annual Employee Services Awards](#) on April 13, 2023 during x-period.

4. Forever A Bear Memorial Service will be held on April 20, 2023 during x-period at the UCA Amphitheater. (Rain location - Ida Waldran Auditorium).

B. Vice President, Jennifer Ruud

1. Voting for Staff Senate elections will begin next week and run through April 28th.

2. Senator Watson and Senator Harris have volunteered to fill university committee vacancies left by Senator Foley and Senator Sumner-Wheeler.

3. Health and Wellness concerns awaiting update and needs follow-up.

C. Treasurer, Angela Jackson (absent)

1. [March budget report attached.](#)

D. Secretary, Christy Dade

1. No report.

E. Parliamentarian/Historian, Melanie Watson

1. No report.

F. Ex Officio, Nadia Eslinger

1. No report.

V. Senate Committee Reports

A. Courtesy

1. Some cards were sent and several more cards need to be sent. Notify Senator Smith if need one sent.

B. Spring Social

1. Will be serving Vincent's BBQ; Food to include pulled pork, chicken, and sausage, with potato salad, baked beans, and mac & cheese. Alternative meals will be from Aramark. If you need an alternative meal, please email Melanie Watson by April 26th at noon.

2. [“Pie in the Face” fundraiser](#), the three contestants that raise the LEAST amount of funds will get ‘pied’. Online donations will be accepted until April 27 and cash donations will be accepted at the Social.

3. Will need volunteers to help with setup, cleanup, etc.

VI. University Committee Reports

A. Academic Integrity and Discipline Committee

1. Committee met to review a few appeals; one will have to be rescheduled due to academic status. Appeal that we met for was denied.

VII. Constituent Concerns

A. **Physical Plant - Essential Personnel - Continuing.**

Question - “In the hand book does it state who are actually essential workers? As custodial this is the first year we were told to be here when campus was closed for weather. I have someone who has been here over 30 years and has never been considered essential. So can they just change the rules without any notice? Should we have had to sign papers stating that we are essential? Looks like we need better communication on this. Can we get hazard pay for coming in on snow days for all essential workers?”

Response from Amy Whitehead - Essential employees are designated by supervisors and/or vice presidents. Leadership began compiling a list of essential employees that had to report to campus for the purposes of COVID-19 during 2020. While we have transitioned out of the COVID-19 health emergency, executive staff has continued to discuss our inclement weather response and what is needed to ensure essential campus operations continue for students and other individuals (like residents of College Square) that live on campus. Therefore, the approach to essential employee positions may feel much more formalized than it was in the past.

Under our former Physical Plant Director we would often struggle to get employees to report to campus during inclement weather (for a variety of reasons.) Lack of personnel compromises the safety and security of campus and its residents. In addition, there has been perceived unfairness when some essential employees report to campus and others do not. If an essential employee cannot safely make it to campus during inclement weather, we have offered to house and feed those employees or they can also take vacation time. Remember, on these days campus is not closed. Campus is open and residents depend on us for care.

Employees do not have to sign an essential employee form-- the form that Kevin has created is really more of a way to put employees on notice that they are deemed essential. Signing the form (or not signing it) ultimately does not negate that designation.

Finally, state law does not allow for hazard pay for employees. Our hope is that we can move all employees to a nonclassified status within the next year and we may have more flexibility to compensate individuals.

Response from Kevin Carter - The only thing I would add to Amy's response is that for the employees who report to work on inclement weather days, they are being compensated with flex time to use at a different date.

B. **New health insurance concerns** - If you have any issues with claims with the new health insurance company, please take those to the Human Resources Office. UCA is self-insured, UCA makes the decisions, BlueAdvantage just helps filing claims.

C. **Tornado volunteer opportunities** - volunteer opportunities are available with UCA Bear Boots on the Ground. If you would like to volunteer with Bear Boots, please complete the attached [form](#). Your name will be added to the volunteer list and you will be contacted as volunteer opportunities become available. If you have questions, ideas, or need additional information, please contact Wendy Holbrook at wendyh@uca.edu or 501-450-3416.

D. **With UCA having a relaxed dress code are staff allowed to wear non-UCA graphic tees and sweatshirts? Can department managers say they are not allowed to be worn?** Dress code is still relaxed / business-casual. Just be mindful about what events or meetings that you will have that day. Non-UCA graphics are allowed but may need approval from the supervisor. Please try to use your best judgment.

E. **Schichtl Parking Lot** - Schichtl one-way direction safety issue, people are not adhering to the “Do not enter” signs causing near accidents. President Herrera will reach out to Kevin Carter and Chief Merguie to see if more signage can be added to lot 601.

F. **Can a supervisor randomly change your regular work schedule?** Please discuss your concerns with your supervisor, especially if it’s to be considered long term. Supervisor can ask that you change your shift within reason to help with coverage. If you are still having issues after talking with them, please bring it to HR for assistance.

VIII. Old Business

A. “Concerned about exit interviews” sections on previous Staff Senate minutes from 02/22/23 and 03/08/23 need to be updated to cite source of response was from Amy Whitehead. Motion to amend minutes by Senator Smith and seconded by Senator Olson. Motion approved unanimously by senators.

B. Food Truck Fest had previously requested donation of funds from the senate to be used for food vouchers, however, the owners of the food trucks donated the funds instead. Requesting motion to amend the use of the \$750 (up to) funds to go towards other festival related expenses. Motion to make a friendly amendment to use approved funds for other costs by Senator Ables and seconded by Senator Olson. Motion approved unanimously by senators.

IX. New Business

A. None.

X. Good and Welfare

A. May 8, 2023 Golf tournament at Nutters Chapel (UCA division), entry applications due by end of April. A traveling trophy donated by Stock & Mann Architect in honor or memory of Velton Davis will be awarded.

B. Go online and give a like to Bear Life Instagram: UCA Bear Life

C. Conway High School Theatre presents Kiss Me Kate on April 20,21,22 at James. Clark Auditorium. Tickets are \$10 and can be purchased at the door.

D. The UCA Library will be open for extended hours during finals. FRI until 9 pm, SAT until 9 pm and SUN, open at noon.

E. Housing:

1. Take Back the Night
2. Second Chance Prom
3. April 24th, Spring Drive-in conference

F. Athletics:

1. Softball and Football athletes will participate in cleanup efforts in the city of Wynne.
2. Laurels and Stripes tonight
3. Golf registration
4. Bone Marrow Drive - April 20 & 21 in the Student Center. It is a simple swab of each of your cheeks & you are in the Donor Base & can save a life until you are 61.
5. Softball beat the Razorbacks!! Had a record crowd at the game, 2475!
6. Papa Johns - 50% off pizza today. Online and in person coupon code: UCA50.

XI. Adjournment

A. Motion to adjourn at 10:41 by Senator Watson, seconded by Senator Gayfield.

Important Dates:

April 13 - Employee Service Awards / Retiree Luncheon

April 14 - New Staff Orientation

April 17 - Election polls open for 2 weeks

April 20 - Forever a Bear Memorial

April 21 - Food Truck Fest (Green Grub Fest)

April 28 - Spring Social

May 5&6 - Commencement

May 25 - Board Meeting

June 21 - Staff Senate Retreat