



Regular Meeting Agenda
April 26, 2023
10:00 am
Wingo 315

Senators Absent:

Courtney Bryant, Elizabeth Gayfield, Myron Kuykendall, Paige Dutton, Veneta Fricks

Senators Present:

Alison Taylor, Angela Jackson, Audreka Peten, Carlos Herrera, Christy Dade, Danielle Kraus, Eric Fulton, J.W. Calvery, Jennifer Day, Jennifer Olson, Jennifer Ruud, Jessica Taylor, Julia Robison, Lynetta Morris, Melanie Watson, Michael Hopper, Nadia Eslinger, Natalie Shock, Richard Hammond, Ricky Harris, Robby Burton, Robyn Smith, Sherita Kern, Tajaro Hudson, Tina Wells, Travis Johnson, Whit Ables

I. Call to Order

A. President Herrera called the meeting to order at 10:01 am.

II. Approval of the Minutes from previous meeting

A. 04/12/23 meeting minutes approved via email.

III. Guest Speakers

A. None.

IV. Officer Reports

A. President, Carlos Herrera

1. Thanks to everyone for attending the recent Staff Senate events: Employee Service Awards, Forever a Bear Memorial, Green Grub Fest.

2. Senate elections will end this Friday. There were some technical issues with the emails that went out for the elections. If you didn't receive a ballot, reach out to President Herrera.

3. The Staff Senate Executive positions for FY24 will be voted on at our next scheduled meeting. All positions eligible except for President.

B. Vice President, Jennifer Ruud

1. See notes in “Constituent Concerns” regarding health benefits concerns.

C. Treasurer, Angela Jackson

1. Two emergency applications to be funded.

D. Secretary, Christy Dade

1. No report.

E. Parliamentarian/Historian, Melanie Watson

1. No report.

F. Ex Officio, Nadia Eslinger

1. The Food Truck “Grub Fest” went well. Committee will meet again to discuss how things went, how to improve the next event, etc.

V. Senate Committee Reports

A. Courtesy

1. Discussion about sending emails to retirees instead of cards.
2. Need PO for UCA post office for postage costs. Need to replenish inventory of cards for future mailouts. Notify Senator Smith if need one sent. If you have the employee UCA ID number, that will assist in obtaining a home address to mail the card to.

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. Sweet tea and water will be served with a limited amount of Coke products. The Faculty Senate donated several cases of water. Discussions are underway for an alternative location (considering McCastlain ballroom). It will be nice weather, but with the amount of rainfall in the days preceding, it might make the lawn too soft.
2. Will need volunteers to help with setup, cleanup, etc. Will send out a volunteer signup sheet.

C. Emergency Funds

1. Two applications were received that have been approved and will be funded.

D. Professional Development

1. Quarter 1 will open May 2; the deadline to apply is May 13, 2023.

VI. University Committee Reports

A. Strategic Planning Committee

1. Committee met and discussed the adopted KPI's; you can find them on the [UCA website](#). First annual KPI report will be submitted to the Board of Trustees May 2024. Next meeting will be September 29, 2023

B. Council of Student Success

1. Wrapped up our discussions for the year with scholarships, Admitted Students Days, "[Cost of Attendance](#)" sheet, KPI's and ended the discussion with problems that the committee might tackle next year: decline in male enrollment, mental health and fatigue among all employees and students, and continuing work on non-payments.

2. Huge shout out to Financial Aid, IT, Student Accounts and Admissions. The "Cost to Attend" sheet will be a huge game changer for incoming and current students. It will give them a more personalized look at their aid and how much more it will cost to attend. We are looking to use it going forward with SOAR being our next endeavor.

C.. Veterans

1. Invited a 2 star general to the next event. The theme will be "Legacy of Service". Seeking veteran owned food vendors to serve that day.

VII. Constituent Concerns

A. Health Benefits concerns: Wellness committee response from HR Taylor May:

"I would like to reiterate Amy's response below. In addition, even though we currently do not cover weight loss surgery, we do an annual assessment of our plan and this topic always makes an appearance. We continue to do our research with self-funded peer institutions so that our plan can remain competitive and provide great coverage for our employees. In regards to your other questions, I do have some additional information from Blue Advantage regarding our plan's coverage. Home Birth - This is covered under the uA plan when services are rendered by a certified nurse midwife. This is also true for all our lines of business. Assessments for mental disorders - For the UCA plan, some are covered under mandated preventive benefits (depression and alcoholism); others would default to standard reimbursement rates. This is also true for all our lines of business.

Lastly, I know that sometimes understanding a summary plan document can be a bit confusing and that is what our team is here to help with. We do provide the Dental Plan Summary Documents on our website, which does show that major services, such as crowns, are covered at 50%, however, additionally, it clearly states that there is a \$1,250 per calendar year maximum per member, which I think is where the confusion lies."

B. Human Resources Hiring Notification - A regret courtesy call to applicants has been recommended. Discussion needed regarding the time frame this should happen and if there is a template for the recommended script to use.

C. CAT/Maternity Leave - Governor Sanders signed a new bill, [SB 426](#) where the wording changes from “up to four weeks” to “up to twelve weeks” for leave. President Herrera will get with HR to see if UCA is going to implement. It is understood that the employee must exhaust all vacation, sick and catastrophic leave available. This offers job protections if still out of work after all banked leave is gone.

D. Concern was brought to the Senate about an employee having to print their own certificate from the employee service awards. The concern has been passed onto the committee and President Davis. ([< link to certificates >](#))

E. Research is ongoing regarding certain student fees for staff that are taking university courses.

VIII. Old Business

A. None

IX. New Business

A. Staff Senate retreat catering discussion about who to use and costs. The retreat is scheduled for June 21, 2023 in McCastlain ballroom.

B. Senator Eslinger proposed a motion to change Staff Senate by-laws to disburse a stipend plus fringe benefits (not to exceed state maximum salary for position classification) to the outgoing Staff Senate President at the end of their term. Studies performed indicated that this request is in line with what the Presidents of Faculty Senate and the Student Government Association are offered for their service. More information is needed before an official motion is brought forth to the senate for approval.

X. Good and Welfare

A. Reminder: 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. The UCA Library will be open for extended hours during finals. FRI until 9 pm, SAT until 9 pm and SUN, open at noon. Also, they will be closed on May 10, 2023 for staff professional development training.

- C. Student Affairs will be having a grad event with the Alumni Association at Buffalo Alumni Hall from 4:00 pm to 6:00 pm on Wednesday, May 3, 2023.
- D. UCA Night with the Travelers will be on June 17th, \$15.00 off admittance ticket.
- E. Reminder about Julia Robison's retirement reception on Friday, April 28, 2023 from 2:00 pm to 4:00 pm in the Estes Stadium Hall of Fame room.
- F. The Registrar's Office is requesting volunteers to assist with commencement ceremonies. Also, usher volunteer positions are available to earn Staff Senate holiday hours. Please note, you can only earn holiday leave time for volunteer hours that occur outside of regular business hours.
- G. Today is Administrative Professionals Day, thank you all for your hard work!
- H. Housing upcoming events: Exam Jam and Late Night Breakfast
- I. Athletics - Lots of athletes participated in the Bone Marrow Drive, we had a great turn out. Women's softball is doing great and moving up in the ranks and are in a position to sweep. [Kayla Beaver ASUN pitcher of the week.](#)

XI. Adjournment

- A. Motion to adjourn at 11:00 by Senator Watson, seconded by Senator Taylor.

Important Dates:

April 28 - Spring Social
May 5&6 - Commencement
May 25 - Board Meeting
June 21 - Staff Senate Retreat