



Regular Meeting Agenda
July 26th 2023
10:00am
Wingo 315

Senators Absent: Alison Taylor, Bryttani Bartlett, Dylan Richardson, Paige Dutton, Ricky Harris, Robby Burton, Tina Wells, Trisha Clark

Senators Present: Angela Jackson, Audreka Peten, Carlos Herrera, Christy Dade, Eric Fulton, J.W. Calvery, Jasmine Driver, Jennifer Day, Jennifer Olson, Jennifer Ruud, Jessica Taylor, Joe Hooker, LeSha Smith, Melanie Watson, Millie Goins, Nadia Eslinger, Natalie Shock, Richard Hammond, Robyn Smith, Shelley Vangsnes, Sherita Kern, Travis Johnson, Veneta Fricks, Whit Ables

I. Call to Order

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

II. Approval of the Minutes previous meeting

A. 6/14/23 minutes approved via email and are posted to the Staff Senate website.

III. Guest Speakers-None

A. None

IV. Officer Reports

A. President, Jennifer Ruud

1. Welcome back! It's our first meeting.
2. UCA will have an eclipse event in April (more info coming in the next few months).
3. We are celebrating 40 years of Staff Senate!
4. We are looking at how classified and non-classified position shifts will impact Staff Senate by-laws and elections. The Compensation Committee will look into issues with salary compression and will try to come up with some thoughts to present to President Ruud.
5. Photographer will take pictures of the Staff Senate on 8/30/23
6. Guest Speakers
 - a) President Davis 9/13/23
 - b) Kevin Carter 9/27/23
 - c) Human Resources 10/11/23
7. Thanks exec board for the hard work so far!

B. Vice President, Whit Ables

1. Committee chair meeting immediately following the 7/26/23 meeting.
2. Vacant position on Senate
 - a) Sending out an email to ask about staff interested in joining Staff Senate.



- C. Treasurer, Angela Jackson
 - 1. Funds loaded into respective Staff Senate accounts. Balances for the Staff Senate accounts follow.
 - a) Staff Scholarship Fund - \$1,765.39
 - b) Dependents Scholarship Fund - \$600.00
 - c) Lily Harmon Scholarship Fund - \$300.00
 - d) Staff Senate Employe of the Year Award Fund - \$5,713.72
 - e) Staff Senate Enhancement Fund - \$17,002.00
 - f) Staff Senate Emergency Fund - \$11,622.86
 - g) Staff Senate Grant Fund - \$5,000.00
 - h) Angel Bear Tree Fund - \$12,444.56
 - i) Staff Senate Regular Account - \$3,883.00
 - j) Staff Senate Professional Development - \$32,045.00
 - k) Staff Senate Continuing Fund - Not loaded
 - l) Staff Senate Agency Account - Not loaded
 - 2. FY23 budgets will be sent to the committee chairs for review. Committee chairs will need to inform Senator Jackson on whether the committee budget needs an increase or decrease.
 - D. Secretary, Veneta Fricks
 - 1. No report.
 - E. Parliamentarian/Historian, Melanie Watson
 - 1. No report.
 - F. Ex Officio, Carlos Herrera
 - 1. No report.
- V. Senate Committee Reports**
- A. Outreach and Communication Committee Updates
 - 1. Planning for quarterly newsletter to include senator spotlights, staff spotlights, highlight Staff Senate initiatives, and constituent meetings
 - 2. Will send out Happy Birthdays to staff
 - 3. Will include Google form through UCA Inform for UCA staff to request courtesy cards
 - 4. Planning networking opportunities for staff both off and on campus to include, but not limited to the following ideas:
 - a) W(h)ine and cheese sessions sponsored by Outreach to gather constituent concerns in a different manner
 - b) Working with Athletics to have special perks at games for staff
 - c) Hosting “What’s Going on with Staff Senate” happy hours at local Conway establishments
 - 5. Reclaiming Your Time initiative to promote using vacation time to avoid burnout with affordable tips and tricks (i.e. day trips)
 - 6. Get Up and Get Moving initiative to compliment Be Well and promote physical activity during the 15 minute breaks

VI. University Committee Reports



A. Veterans Day Committee

1. Request for resolution from Staff Senate is coming
2. Looking for vendors who support discounts for veterans or veteran-owned businesses to be a part of the event 11/9

VII. VII. Constituent Concerns/Communication

A. Storm damage final payment updates

1. After the June storm Staff Senate sent out a note to staff to contact us if severely impacted by the storm. Several staff members reached out and were given \$40 per day to assist with the loss of food and power. A total of \$680.00 was granted to staff members in need from the Staff Senate Emergency Fund.

B. Student Fees / Staff - **Still Pending**

1. Staff members taking classes at UCA are currently paying the student fees. Senator Ruud will follow up with leadership on this to continue the conversation.

VIII. Old Business

A. None

IX. New Business

A. FY 24 Goals-Results discussion

1. Staff Senate electronically voted on goals that came out of our retreat to focus on for FY24. The top 4 goals senate voted on are as follows:
 - a) Staggered 4 day work week: Is this attainable at times? We will strategize possible ways to address this goal.
 - b) Juneteenth remote days: This goal has already been brought to the attention of leadership.
 - c) Daily exercise time: The Communications and Outreach committee will address this goal.
 - d) More incentives for volunteers
 - e) Meet the Senators event in September. We hope to have an opportunity to meet and greet constituents at the welcome back breakfast on 8/31/23. We will check with President Davis to discuss this option.

B. Table at Convocation

1. Staff Senate will be present and working the table at convocation on 8/23/23.

C. Committee meetings

1. Senator Ruud would like committees to meet at least once by 8/30/23 and come up with at least one goal to work towards this year.

D. Staff Senate 40th anniversary

1. Staff Senate is 40 this year, and we are considering a 40th anniversary logo and events.



X. Good and Welfare

- A. Senator Jenny Ruud
 - 1. Commencement is still looking for around 30 commencement volunteers for the 8/12/23 graduation ceremonies, especially for the noon ceremony.
 - 2. This Friday, July 28th is the last remote Friday.
- B. Senator Whit Ables
 - 1. Happy to be here.
- C. Senator Christy Dade
 - 1. Arkansas Tax Free weekend is 8/5/23-8/6/23. This is a great opportunity for students to purchase books from the bookstore.
- D. Senator Sherita Kern
 - 1. Career Services is hiring a part-time coordinator for the WOW Closet. The position will work 12 hours a week. To learn more about the WOW closet visit <https://uca.edu/career/wow-closet>. If you are interested or know someone who is interested, applications can be submitted here: <http://jobs.uca.edu/hr/postings/13438>.
- E. Senator Natalie Shock
 - 1. Purple Passion 8/8/23 from 6:00pm-8:00pm at the football practice field. Free family-friendly event! Come out and meet the stars of UCA's fall teams and enjoy free food and games. To learn more about the vendors who will be present visit <https://uca.edu/inform/purple-passion>.
 - 2. Natalie Shock is retiring from her position as the Associate Athletic Director for Compliance/SWA in June 2024. She has been at UCA for 28 years and is entering her 29th year! She will still be around part time doing game management.
- F. Senator Jessica Taylor
 - 1. Learning about the Associate AD for Compliance/SWA role.
- G. Senator Millie Goins
 - 1. DBIE Week will be 10/2/23-10/6/23. Campus partners are welcome to participate and the Staff Senate is invited to sponsor event(s) if they choose. Departments who plan on hosting events surrounding DBIE are encouraged to do so during that week. She's also happy to be here.
- H. Senator Joe Hooker
 - 1. Physical Plant is hard at work getting ready for students to arrive and move back onto campus.
- I. Senator Eric Fulton
 - 1. The library is getting a new archivist and is still looking for an interlibrary loan person. The library will go back to the 24/5 schedule on 8/20/23.
 - 2. Eric has been selected as one of the 100 Faces of Conway! There are several other members of the UCA community included in the project as well. The grand opening will be on 7/28/23 at the Windgate Center at Hendrix College.
 - 3. He's also celebrating 20 years at UCA!
 - 4. Working on employee recognition.



- J. Senator Angela Jackson - The Office of Diversity and Community is down a staff member and will hopefully start the hiring process for a new person soon.
- K. Senator Veneta Fricks - Don't forget to order your staff parking passes as the old ones expire on 8/15/23. If you have worked for UCA for 25 years, your parking pass is free!
- L. Senator Nadia Eslinger - UCA Family Weekend will be 10/6/23-10/8/23. For more information about UCA Family Weekend visit <https://uca.edu/families/family-weekend/>.

XI. Adjournment

- A. Motion to adjourn at 10:36 am by Senator Melanie Straw, seconded by Senator Carlos Herrera.

Important Dates:

August 11th - Board of Trustees Meeting
August 12th - Graduate Commencement
August 23rd - Convocation
August 31st - Back to School Breakfast