



Regular Meeting Agenda
August 9th, 2023
10:00am
Wingo 315

Senators Absent: Alison Taylor, Jennifer Olson, Paige Dutton, Tina Wells

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

I. Call to Order

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

II. Approval of the Minutes of previous meeting

A. 7/26/23 minutes approved via email and are posted to the Staff Senate website.

III. Guest Speakers

A. None

IV. Officer Reports

A. President, Jennifer Ruud

1. Remote Days, Fall

2. Non-Classified staff update

a) Everyone is now non-classified. Special appreciation to Human Resources and Budget for their hard work in getting all switched.

3. Facilities update

a) Kevin Carter will attend the September 27th Staff Senate meeting to give updates.

b) The parking lot where Short-Denney was should be opened in early October.

4. Board Meeting Agenda

a) BOT meeting agenda was sent to campus on 8/9 and the meeting will take place on Friday, August 11th at 10:00am.

b) Senator Ruud will give Staff Senate updates on the FY 24 goals, information on Staff Senate 40th anniversary, and initiatives.

5. Important Dates

a) See second page of the agenda.

B. Vice President, Whit Ables

1. New Senator Emily Hall will be representing non-classified.

2. Committees need to meet before August 30th.

C. Treasurer, Angela Jackson



1. Employee of the year awards have been ordered.
2. Currently reviewing the Staff Senate FY 24 budget. Additional projected expenses for Staff Senate 40th anniversary celebrations will be included.
3. There is a small emergency fund for staff in need. There is a one-time, \$500 use per staff member per year pending the approval process. For more information, visit <https://uca.edu/staffsenate/emergency-funding/>

D. Secretary, Veneta Fricks

1. No report.

E. Parliamentarian/Historian, Melanie Watson

1. Please volunteer for the upcoming commencement ceremony on August 12th. The noon ceremony is still in need of at least 10 volunteers.

F. Ex Officio, Carlos Herrera

1. Working on putting an ad hoc committee in place to organize the Staff Senate 40th Anniversary initiatives

V. Senate Committee Reports

A. Staff Handbook Committee

1. Reviewed committee charge and selected meeting dates. They received the draft of the Staff Handbook.

B. Courtesy Committee

1. Three cards were requested to be sent to staff.

VI. University Committee Reports

A. None

VII. Constituent Concerns/Communication

A. Gas prices

1. Constituent concern about the increase in gas prices with driving into work. Staff Senate exec will present this concern to leadership.

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

1. Staff members taking classes at UCA are currently paying the student fees. President Ruud is in continued conversation with leadership on this matter.

VIII. Old Business

A. Table at Convocation sign up

1. Staff Senate will have a table at Convocation to hand out information about Staff Senate initiatives. Any senator is welcomed to sign up to help.

B. Welcome Breakfast–Shift sign ups

1. Staff Senate will be at the Welcome Breakfast to meet and greet with staff. Any senator is welcome to sign up to help.

C. Committee meeting reminders

1. All Staff Senate committees must meet by August 30th.

IX. New Business



X. Good and Welfare

- A. Graduate Commencement Volunteers are needed for the 8/12 ceremonies. [Sign up here!](#)
- B. Move-in day volunteers are needed for the afternoon shift. Freshmen Move-in day is August 19th. Shifts are from 8-12pm and 1-5pm
- C. Senator Whit Ables - Finishing up his 1st year as a PhD student and will have one-third of the program completed.
- D. Senator Christy Dade - Thank you to Staff Senate.
- E. Senator Travis Johnson - Football committee will meet soon as the season is less than a month away. The announcement for volunteers will go out to campus soon.
- F. Senator Natalie Shock - [Athletics](#)
 - 1. Men's Soccer - 8/12/23 at 10:00am in an exhibition game against Omaha
 - 2. Women's Soccer - 8/12/23 at 5:00pm versus Louisiana Tech
 - 3. Men's Soccer - 8/16/23 at 10:00am versus Midwestern State
 - 4. Volleyball - 8/17/23 at 6:00pm (Purple and Gray Game)
 - 5. Women's Soccer - 8/17/23 at 7:00pm versus University of Texas San Antonio
 - 6. Men's Soccer - 8/18/23 at 7:00pm versus University of Tulsa
 - 7. Volleyball Alumni Game - 8/19/23 at 1:00pm
 - 8. Purple Passion was a success!
- G. Senator Joe Hooker - Physical Plant is getting ready for students to move back on campus.
- H. Senator Ricky Harris- Housing is getting ready for students to move on campus and are currently training 130+ student staff.
- I. Senator Trisha Clark - Windgate grand opening is September 21st at 4:00pm.
- J. Senator LeSha Smith - HR getting new hires into the system. Please be patient as this is a busy time of year for them. Those with access can check what new hires are missing via PeopleAdmin.
- K. Senator Robyn Smith - OARS is hiring a part time courtesy cart driver. Here is the link: <https://jobs.uca.edu/postings/13703>
- L. Senator Audreka Peten - If you know a student who will be attending UCA in the fall, please encourage them to look at their student account and fall semester bill now so they can work with Student Accounts to resolve any issues before the semester starts.
- M. Senator Sherita Kern - Please sign up for the student employment fair sign up if you have student worker/grad positions open. The deadline to sign up is Wednesday, August 15th from 10:00am-12:00pm. If your department is participating, please have your representatives show up early to set up. Here's the link: [Student Employment Job Fair Employment](#)
- N. Senator Shelley Vangsnes - Graduating with her master's degree on August 11th!
- O. Senator Eric Fulton - Celebrated a birthday on Monday. The library will be closed 8/12/23-8/13/23, will be open 8/14/23-8/18/23 from 8:00am-5:00pm, and closed on 8/19/23. The library will resume its 24/5 schedule beginning on 8/20/23.



- P. Senator J.W. Calvery - The new library archivist will begin next week.
- Q. Senator Richard Hammond - The HPER will be closed 8/16/23-8/18/23 for student staff training and will resume summer hours on 8/19/23. Fall hours will begin on 8/20/23. For information about membership rates for spouses and family click [here](#).

XI. Adjournment

- A. Motion to adjourn at 10:43am by Senator Melanie Watson, seconded by Senator Christy Dade.

Important Dates:

August 11th – Board of Trustees meeting

August 12th – Graduate Commencement

August 23rd – Convocation

August 30th – Staff Senate Group picture (right before meeting)

August 31st – Welcome Breakfast

September 13th – Guest, President Davis

September 19th – Campus Talk

September 21st – Wingate Ribbon Cutting – 4:00pm

September 27th – Guest Kevin Carter

October 11th – Guest Human Resources

December 5th – Faculty/Staff Senate Holiday Reception 5pm–6:30pm (at the President’s house)