



**Regular Meeting Agenda**  
**February 14, 2024**  
**10:00am**  
**Wingo 315**

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**Senators Absent:** Alison Taylor, Angela Jackson, Bryttani Bartlett, Jennifer Day, Jasmine Driver, Jessica Taylor, Shelley Vangsnes, Sherita Kern, Whit Ables

**Senators Present:** Audreka Peten, Carlos Herrera, Christy Dade, Dylan Richardson, Eric Fulton, Emily Hall, J.W. Calvery, Jennifer Jones, Jennifer Olson, Jennifer Ruud, LeSha Smith, Melanie Watson, Millie Goins, Nadia Eslinger, Natalie Shock, Richard Hammond, Ricky Harris, Robby Burton, Robyn Smith, Tiffany Turner, Tina Wells Travis Johnson, Trisha Clark, Veneta Fricks

**I. Call to Order**

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

**II. Approval of the Minutes of previous meeting**

A. 1/31/24 were approved and posted on the Staff Senate website.

**III. Guest: Dr. Susan Sobel, Counseling Center**

A. Mental Health First Aider training

1. Dr. Sobel is asked for financial support from the Staff Senate ranging between \$800 to \$1,000 for staff to participate in MHFA training.
2. The ask stemmed from faculty and staff being trained in the fall 2023 semester through a board of trustees member's discretionary funds.
3. After a large group completed the MHFA training, a select group of faculty and staff were chosen to complete certification to train others.
4. The MHFA training equips individuals with the tools needed to identify signs of mental health challenges and direct adults to mental health services as appropriate.
5. Dr. Sobel also intends to ask the Faculty Senate and SGA for their contributions to be able to train faculty and student leaders as well.
6. There will be a campus-wide email to gauge interest in receiving the training. Dr. Sobel plans to offer 3 separate dates for the training to include as many people who want the training as possible. Each session can hold from 5 to 30 people. The total cost for the full amount of people is \$2,200.
7. The only cost would be the cost of materials estimated as \$25.00 per person.
8. The certification is good for 3 years. The renewal fee is estimated to be \$30.00. There is a hope that the renewals will be covered as well.

**IV. Officer Reports**

A. President, Jennifer Ruud

1. The upcoming Campus Talk will be March 14th during x-period in the COB Auditorium.
  2. Staff Senate has a Canva account available. Please get with the Outreach and Community engagement committee if senators have a need for marketing your committee initiatives or events.
  3. Eclipse Day 4/8/24
    - a) The eclipse day is not a remote day.
    - b) Please refer to the email with the subject line “Preparations for Eclipse on April 8, 2024”. The email includes information about timing, events, and campus operations.
- B. Vice President, Whit Ables
1. No report
- C. Treasurer, Angela Jackson
1. No report.
- 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. Courtesy Committee
1. 2 cards requested.
- B. 40th Anniversary
1. Invitations have been extended to past and present senators for the “Leap Back into Staff Senate” event on February 29th. There are 32 people who’ve RSVP’d.
  2. 28 of the 40th anniversary shirts have been sold.
  3. The 40th committee will meet on 2/14 to discuss logistics for the event.
- C. Professional Development
1. Applications for quarter 3 professional development will be open until Friday, February 16th.
  2. 18 applications have been received, and there is \$12,000 available to distribute for the quarter.
  3. The committee will meet the week of February 19th to award recipients.

**VI. University Committee Reports**

- A. None

**VII. Constituent Concerns/Communication**

- A. **Response from Dean Nancy Reese regarding previous constituent concern:**  
*“Thank you for your concern for UCA students and for bringing this situation to my attention. Before going into a more detailed response regarding this important concern, it is vital to start with what is at issue here: competing and equally valid expectations related to patient privacy balanced with safety and accessibility*

*concerns for those needing handicap access between different parts of the first floor of the Integrated Health Sciences Building (IHSB). Due to the law requiring both IHSB clinics to protect patient privacy, we are limited in making the pass through door available as an accommodation upon request versus accessible to all who might wish to enter and exit through that door. Allowing unlimited access to the pass-through door would violate the patient protections required of both clinics under federal law (HIPAA). Background Context As the building administrator, Dr. Darshon Reed, Associate Dean of CHBS and Interim Chair of Communication Sciences and Disorders (CSD), is tasked with making sure IHSB emergency team members know their roles and have the resources needed to keep everyone safe during a building emergency. During our last building emergency, we realized that individuals with accessibility needs visiting the Speech Language Hearing Center or Community Care Clinic would not have quick and easy access to the designated safety zone if they were in a particular location of the clinic. This was the primary motivation for adding the pass-through door. In addition, Dr. Reed was made aware last week that one of the CSD students has accessibility needs due to using a wheelchair. Dr. Reed is in communication with this student regarding arranging escorted access for them to use the pass-through door. Escorted access is necessary to avoid violations of HIPAA protected information and spaces for both the Community Care Clinic (CCC) and the Speech Language Hearing Center (SLHC). Without keycard protection on the pass-through door, unauthorized individuals would be able to access clinical spaces, resulting in potential privacy violations of patients in the CCC or SLHC. Such HIPAA violations could result in an inability to provide patient care and student learning experiences in the CCC and SLHC (the primary purposes for these spaces). Any student, faculty, or staff member that has an accessibility need can contact their department chair, the Interprofessional Teaching Center (ITC) manager/staff, or the CHBS Dean's office staff to arrange escorted access for one-time visits or semester-long access. Once construction on the pass-through door is fully complete, additional signage will be added to communicate how to contact the ITC staff from the IHSB lobby for escorted access. Nancy Berryman Reese Dean, College of Health and Behavioral Sciences”*

- B. **Constituent Concern:** “I understand we are encouraged to volunteer for the eclipse events. Will employees who are not volunteering be allowed to work remotely?”
1. **Response from President Jenny Ruud:** Thanks for writing. Our understanding is that this day is not a University remote day. Staff are encouraged to work with supervisors if concerned (or take leave time).
  2. **Additional Response:** The President's Office will also be sending out an email clarifying campus expectations for the eclipse day.
- C. **Constituent Concern:** regarding getting handrails for the Balcony in Reynolds. “A lot of people have a hard time going up and down the stairs without something to hold onto.”
1. **Response from President Jenny Ruud:** “Thanks! I'll pass along to Reynolds. I feel like this one has come up before and I will check into it!”

D. **Constituent Concern:** Students from Baridon and Conway halls are taking up all of the parking spaces in the parking lot next to the Ronnie Williams Student Center. The students are not moving from the spaces, and they aren't being ticketed. Is there anything UCAPD can do to make sure the lot is patrolled on a more consistent basis during the day so staff and faculty can park?

1. **Response from President Jenny Ruud:** Staff Senate will reach out to UCAPD to express the constituent concern.

### VIII. Old Business

A. None

### IX. New Business

A. Dr. Sobel asked for \$800-\$1,000 to sponsor MHFA training for staff.

1. Senator Carlos Herrera made a motion for the Staff Senate to donate up to \$2,200 for materials and certifications for staff to receive mental health first aid training from the Continuing Fund. The motion was seconded by Senator Tiffany Turner.
2. Staff Senate voted unanimously, and the motion passed.

### X. Good and Welfare

A. Senator Nadia Eslinger

1. The Student Success and Veterans Resource Center will host an open house February 21st from 11:00am-1:00pm. Remarks will be at noon, and refreshments will be provided.

B. Emily

1. The Summer and Fall course list has been released. Encourage students to be proactive in reaching out to their advisors for scheduling the upcoming terms.

C. Natalie

1. Click here for more info on UCA sports, and claim your tickets [here!](#)

D. Millie

1. February is Heart Health Month. You can get moving by going to the HPER and attending water aerobics.
2. There will be 2 Black History Month lunch and learns that focus on the History and Legacy of Black Mental Health in America. RSVP by February 15th [here](#).

E. Dylan

1. Sign up to volunteer for the remaining Reynolds shows [here](#).

### XI. Adjournment

A. Motion to adjourn at 10:30am by Senator Melanie Watson, seconded by Senator Jennifer Olson.

### Important Dates:

February 16th - Board of Trustees Meeting

February 19th - Staff Senate Paid Line Dance Class

February 26th - Employee Paid Line Dance Class

March 1st - Focused Friday

March 14th - Campus Talk

April 5th - Focused Friday

April 8th – Total Solar Eclipse Events

April 26th - Spring Social

May 3rd - Focused Friday

May 3rd - May 4th - Spring Commencement

**Upcoming Guests**

February 28th - Dr. Angela Webster

March 13th - Charlotte Strickland, LEAD Program