



Regular Meeting Agenda

July 10, 2024

10:00am

Wingo 315

Senators Absent: Adam Crain, Audreka Peten, Dylan Richardson, Eric Fulton, Garrett Rimmer, Kendra Erickson, Lucee Lugo, Mark Mize, Robyn Smith, Shalia Delph, Veneta Fricks

Senators Present: Whit Ables, Travis Johnson, Melanie Watson, Jennifer Olson, Teresa Burton, Robby Burton, Tiffany Turner, Shelly Vangsnes, Trisha Clark, Jessica Taylor, J.W. Calvery Emily Hall, Richard Hammond, Ricky Harris, Alexandria Smith-Todd, Jessica Morgan, Jasmine Driver, Trey White, Lizzie Langston, Sherita Kern, Jennifer Ruud

I. Call to Order

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

II. Approval of the Minutes of previous meeting

A. 5/8/24 will be posted on the Staff Senate website.

III. Guest Speakers: None

IV. Officer Reports

A. President, Whit Ables

1. General structure of the meeting for anyone who is new. We will typically follow the structure as outlined on the agenda, guest speakers will go first and if we have any minutes to approve through email that will be sent out, then we go into officer reports... Remember to follow parliamentary procedures. If at any point you have any questions, please raise your hand and wait to be acknowledged before you speak. This will help with Sherita taking minutes. Just want to be good and efficient. We will be meeting on the 2nd and last Wednesday of the month. Google calendar invites have been sent
2. Edge Apartment Contract. Approx. 96 beds for 24-25 year and have the option to get the same amount for 25-26 year just because of the enrollment. We are at 108%, so we needed more beds for upperclassmen. It amounts to about 1.5 million if both years are exercised. The beginning term is August 24 and ending term May 25. It is a good sign that we don't have enough housing and hope to have more good news.
3. Thank you for attending the retreat. We did an exercise, 'Start, Stop, and Continue,' that you have in front of you. We compiled that list and sent out a google form. Everything was considered and this will help direct our focus for this year.

4. Guest speakers: we try to plan them at the beginning. This list isn't official, but we do have some names that we would like to reach out to such as:
 - a) President Davis
 - b) Chief of Staff- Amy Whitehead
 - c) HR Rep
 - d) Physical Plant Rep
 - e) Aramark Rep
 - f) Athletics Rep
 - g) UCA PD Rep
 5. We are also open to any suggestions just let me and/or any other Exec and we will see if we can make that happen.
 6. We got a date finalized for the Faculty/Staff Senate Holiday Party at President Davis' house. Dec. 3rd, 5-6:30 pm. Please show up if you can make it. It really means a lot. For those who went last year, it was very well attended, so let's try to give a good showing this year as well
 7. Group picture for 24-25 senators will be at the end of Aug. I'll be in contact with the photographer to confirm the date. We are thinking about either doing the same location in front of Wingo, or in front of McAlister, COB. Feel free to give feedback or suggestions on the best location.
- B. Vice President, Veneta Fricks
1. Absent, report given by Whit
 2. For committees, you'll find the details of the ones you've been assigned via email with the agenda. If you don't have access, let Whit know. Please be involved with your committee as much as possible, it is a critical part of being a good staff senator as well as attending meetings and doing volunteer hours. For university committees, you may have noticed that you were assigned to them. If you haven't heard anything about it, it is because we have to get those assignments approved by the 'Committees on Committees.' Once Veneta gets that approved, you can begin work on those committees.
 3. In VP Fricks' absence, we will postpone meeting with committee chairs right after this meeting and pick another time.
- C. Treasurer, Melanie Watson
1. Passed out print-out of beginning balances for all accounts
 2. Treasurer Watson will get with the committee chairs after they meet to get budget requests
- D. Secretary, Sherita Kern
1. I sent out an email to everyone of the Start, Stop, Continue (SSC) items along with polo sizes and Staff Senate website info.
 2. Regarding SSC, there were some that didn't make it to the google form. We discussed at our Exec meeting that some items could be combined (i.e. Community Day & Petting Zoo Day). Feel free to ask if you need any clarifications
 3. For the Outreach and Engagement section of this role, we have been asked by First Year Experience (FYE) to participate in 'Lunch on the Lawn.'

They would like us to do line dancing with the students. We would love for as many as possible to come out during Welcome Week to interact with the students even if you are not interested in line dancing. It will be Aug. 19th from 12-1:30 pm on McAlister Lawn. Denicha Kemp (line dancing instructor from Spring 2024) will be leading the group and selecting the songs.

E. Parliamentarian/Historian, Travis Johnson

1. Review placards, parliamentary procedure cheat sheet is on the back. Let me know if there is a rule you need or if we have a question, Travis can look it up.
2. When you raise your placard, wait to be acknowledged before speaking

F. Ex Officio, Jennifer Ruud

1. FYI, she will be representing staff on the salary implementation team who is conducting a salary study through a third party. This will take about a year, finishing around March 2025 and providing data. Staff will be more complicated due to same titles vs very different roles/responsibilities, so the study will look at other institutions as well as national data to make sure the range is where it needs to be. The position review done by HR will be given to the third party company to use within the study.

V. Senate Committee Reports

A. Emergency Fund

1. Request for \$500, request was approved

B. Employee Recognition

1. Discussed doing more than a certificate and parking pass, but maybe doing a lunch voucher or gift basket. We didn't know how to go about this. Will submit a committee report via the online form

VI. University Committee Reports

A. No report

VII. Constituent Concerns/Communication

A. None

VIII. Old Business

A. None

IX. New Business

A. None

X. Good and Welfare

- A. Senator Whit Ables - Looking forward to working with everyone on Senate and seeing how the committees go especially the compensation committee, but very excited.

- B. Senator Travis Johnson- We are compensated for volunteering for football, basketball and Reynold's performances to do different initiatives such as Spring Social. Volunteering is very important.
- C. Senator Melanie Watson- the money that we get for volunteering is what we spend on emergency funds/scholarships and programs. Reminder that we need volunteers for August commencement.
- D. Senator Tiffany Turner- there is a lot going on in the Student Center. First floor is being renovated and we are removing the green tile over the next few weeks. To visit retail, must use back retail doors and some of the front/side doors may not be accessible. Reach out to Tiffany or Colin Stanton with any questions.
- E. Senator Jessica Taylor- Student athletes are back on campus and out and about.
- F. Senator J.W. Calvery- working on finding a new librarian in time for the fall semester.
- G. Senator Emily Hall- SOAR advising has a few more sessions. If you know of any freshmen who need assistance with their schedules, please send to their Advisor
- H. Senator Ricky Harris- Think of Housing during this busy time for us
- I. Senator Trey White- Admissions is doing a lot of outreach to assist SOAR advising. Hiring a few positions to get fully staffed
- J. Senator Sherita Kern- please email your suggestions for guest speakers to the staff senate email account (staffsenate@uca.edu) so we can keep them all organized. Reminder of the Goals form deadline
- K. Senator Jennifer Ruud- we are hiring an advisor in the College of Business

XI. Adjournment

- A. Motion to adjourn at 10:22 am by Senator Melanie Watson seconded by Senator Tiffany Turner.

Important Dates:

- August 10 - Graduate School Commencement (9am and 12pm ceremonies)
 - Location: Reynolds Performance Hall
- August 19 - Lunch on the Lawn with First Year Experience (12-1:30pm)
 - Location: McAlister Lawn
- August 21 - Convocation
- December 3 - Holiday Reception at President Davis's House (5:00-6:30pm)