



**Regular Meeting Agenda**  
**July 31, 2024**  
**10:00am**  
**Wingo 315**

---

**Senators Absent:** Jasmine Driver, Richard Hammond, Sherita Kern, Tiffany Turner, Trisha Clark

**Senators Present:** Adam Crain, Alexandria Smith-Todd, Audreka Peten, Dylan Richardson, Emily Hall, Eric Fulton, Garrett Rimmer, J.W. Calvery, Jennifer Ruud, Jessica Taylor, Jessica Morgan, Jennifer Olson, Kendra Erickson, Lizzie Langston, Lucee Lugo, Melanie Watson, Ricky Harris, Robby Burton, Robyn Smith, Shalia Delph, Shelly Vangsnes, Teresa Burton, Travis Johnson, Trey White, Veneta Fricks, Whit Ables

**I. Call to Order**

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

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

A. 7/10/24 minutes were approved and will be posted on the Staff Senate website.

**III. Guest: Madeline Kimbrell. MS, RD, LD - Wellness Coordinator for BeWell**

- A. Madeline Kimbrell is a registered dietician who studied at UCA and has prior BeWell experience under the direction of previous BeWell Coordinator Moriah Bruner.
- B. HealthCheck360 has some program changes in the works, and a new app will launch soon.
- C. There will be a new health challenge coming next quarter.
- D. The last day to complete the employee biometric screening in the Student Health Clinic is July 31st. The last day to submit a biometric screening from a primary care physician is October 31st. The forms can be downloaded from HealthCheck360.
- E. UCA BeWell will have a Facebook page soon.
- F. There are no foreseeable changes to the current BeWell point program for BearBucks.
- G. The weight loss and dietician program will start up again soon.
- H. UCA BeWell will begin to host hot topic sessions for employees. Potential examples could be managing high blood pressure, back pain. etc.

**IV. Officer Reports**

- A. President, Whit Ables
  - 1. According to President Davis the trends for enrollment are up based on last year's numbers. There does need to be some data cleaning, but the numbers look promising.

2. The attendance policy for senators who miss meetings will be updated through the appointments committee after deciding if the attendance policy is a constitution, by-laws, or operations issue. If a senator cannot attend meetings, please let a member of the executive committee know. Senators can also send a proxy in their place.
  3. All committees need to meet by August 30th and submit a committee report.
  4. Staff Senate photo op will be at Wingo Hall on August 28th at 10:00am. Senators will wear the black Staff Senate polos.
  5. If you are able, please sign up for the fall commencement [here](#).
- B. Vice President, Veneta Fricks
1. Committee chairs will need to sign up for a time to meet with VP Fricks about committee expectations, charges, and budgets. Committee budgets are due on August 15th.
  2. The senators will receive an updated committee list and operations manual prior to the next meeting.
  3. Committee chairs will receive notification access for Staff Senate forms.
- C. Treasure, Melanie Watson
1. No report.
- D. Secretary, Sherita Kern
1. Only new senators will receive Staff Senate polos this year. We will keep the same senate polos from last year.
  2. Staff Senate is working to have all volunteer hours tracked through GivePulse.
- E. Parliamentarian/Historian, Travis Johnson
1. No report.
- F. Ex Officio, Jenny Ruud
1. The salary study implementation team has added Whit Ables and Richard Hammond as they are the co-chairs of the Staff Senate compensation committee.

## V. Senate Committee Reports

- A. Emergency Fund Committee
1. The committee met to review an emergency fund request. The committee voted to approve the request, funding \$500.00.
- B. Employee Recognition Committee
1. The committee is wrapping up voting on Employee of the Quarter and Employee of the Year.
- C. Football Committee
1. The committee will meet beginning August 13th.
- D. Staff Handbook Committee
1. The committee will work with administration to clarify expectations for educational leave during the summer sessions.
- E. Courtesy Committee
1. 1 card requested.

## VI. University Committee Reports

### A. Council on Student Success

1. The committee met on July 18th to discuss the goals and purpose of the committee.

## VII. Constituent Concerns/Communication

**A. Constituent Concern:** “Hi y’all. A couple of days ago I learned that some Admin. Specialists were given a compression pay raise for the new fiscal year. This came as a complete surprise to me, since I didn’t know this was even possible. I did reach out to Human Resources, and [a representative] told me that I wasn’t on the list to receive a compression pay increase (I’ve worked here for over 16 years, have been an Admin III for the past three, and with the raise in UCA minimum salary am now paid the same amount as an Admin II who’s worked here for two years), and suggested I reach out to Amy Whitehead. I sent Amy an email yesterday to ask for more information about how to get on that list; is it compiled based on years of service, job title, yearly evaluation, etc.? I haven’t received a response from her yet, but I wanted to make y’all aware that this happened. Thank you all for your service. =)”

**1. Response from Staff Senate President Whit Ables:** *Thank you so much for reaching out to us. Regarding your question, yes, we were aware of the salary compression adjustment for some employees. President Davis mentioned some salary compression adjustments happening in his end of the fiscal year email to campus, although specific information was dispersed to individuals who were part of this adjustment by HR. Amy Whitehead and HR should be able to answer your specific questions about the criteria for the salary adjustment. As for more information, UCA is currently conducting a salary study through an outside entity, and we have a salary review committee involved with that. This study will focus on many criteria with compression and years of service certainly being a part of the discussion as part of that. While this does not guarantee a salary adjustment, we wanted to let you know that this issue is on our minds as we continue our work with the salary review committee. Thank you so much!*

**B. Constituent Concern:** “I am new to the Staff Senate and not sure if this is the proper way to inform everyone about this concern. I work in the Finance and Administration Department in McCastlain Hall in the basement. We have a water fountain right outside our offices. However, no one is able to or will use it due to the dark green water that comes out of it. We asked for maintenance/Conway Corp to take a look at it for us. But we were told that it is just from the pipes and if we hold down the button and let the water run it will clear up. Most of the workers down here carry refillable water bottles/cups everyday and we have to go to Wingo or the student center to refill our bottles. We simply do not trust drinking from any of the fountains in our building due to this dark green water. I was asked to bring this to the attention of the Staff Senate and hope we can get some kind of a resolution.”

1. **Response from Staff Senate President Whit Ables:** *President Ables reached out to AVP for Facilities, Kevin Carter for further information about the issue.*

**VIII. Old Business**

- A. None

**IX. New Business**

- A. None

**X. Good and Welfare**

- A. Senator Whit Ables - Is preparing for dissertation proposal defense scheduled for August 9th.
- B. Senator Veneta Fricks - The Dean of Students office is launching 313-TALKUCA, an anonymous reporting mechanism for any student concerns. The reporters name and phone number will not be revealed. It can be used with mobile devices that have texting capabilities by texting 313-TALKUCA (313-825-5822). Once a report is submitted, the reporter will be guided through the process by a Dean of Students staff member. Types of anonymous reports may include but are not limited to; hazing, uncharacteristic or extreme aggression towards others, suicide ideation, or major life events (family deaths, change in financial status, or loss of a relationship). If you are not sure if your submission qualifies for 313-TALKUCA, submit your report anyway. The Dean of Students Office will make a determination about next steps for your report.
- C. Senator Trey White - Admissions is hiring for a Recruiter for Northwest Arkansas. Admissions applications for Fall 2025 open August 1st.
- D. Senator Lucee Lugo - Student Life is wrapping up the search for the Director position. Greek chapters are beginning to get ready for move-in volunteering, Welcome Week, and fall recruitment.
- E. Senator Kendra Erickson - Housing is moving in student staff beginning this weekend. Move-in is August 18th.
- F. Senator Emily Hall - Advising has concluded all SOAR advising sessions and will transition to advise through single advising sessions for any remaining students who were not able to attend SOAR. Please encourage students without schedules to reach out to their respective advisors.
- G. Senator JW Calvery - The Torreyson Library will be closed August 10th and 11th for professional development. [Click here for the fall library hours.](#)
  1. Aug 10th & 11th -Closed
  2. August 12th, 13th, 15th, and 16th - 8am to 5pm
  3. August 14th - Closed for Employee Training
  4. August 17th - Closed
  5. Normal Hours return August 18th
- H. Senator Alex Smith-Todd - If you are hosting different programs or experiences across campus for students, consider tagging Bear Experience through CubConnect so students can get credit for their co-curricular transcripts. You can

contact Alex ([asmith75@uca.edu](mailto:asmith75@uca.edu)) to get set up. Students can receive prizes and cords for graduation for participation.

- I. Senator Shelly Vangsnes - Summer Start begins August 11th. There are approximately 70 students in the program.
- J. Senator Adam Crain - UMAC is getting ready for the year with different media projects and in fact just finished filming Staff Senate President Whit Ables for the commencement speech.
- K. Senator Eric Fulton - Purple Passion will be at the practice field on Tuesday, August 6th.
- L. Senator Garrett Rimmer - Football tickets for the Fall 2024 season are on sale and can be purchased [here](#).
- M. Senator Jessica Taylor - Athletics hosted its all staff meeting and all coaches are back on campus. Student athletes are back on campus as well. There are 224 incoming student athletes.
- N. Senator Ricky Harris - Housing & Residence Life has a new group of coordinators on campus. They are full of positive energy and ready to work.

## **XI. Adjournment**

- A. Motion to adjourn at 10:47 am by Senator Dylan Richardson seconded by Senator Jennifer Olson.

### **Important Dates:**

- August 10 - Graduate School Commencement (9am and 12pm ceremonies)
  - Location: Reynolds Performance Hall
- August 19 - Lunch on the Lawn and Staff Senate Line Dance with First Year Experience (12pm-1:30pm)
  - Location: McAlister Lawn
- August 21 - Convocation
- August 28 - Staff Senate (2024-2025) Photo
  - Location: Wingo Hall Entrance
- December 3 - Holiday Reception at President Davis's House (5pm-6:30pm)