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Staff Senate Meeting Minutes

Staff Senate

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Minutes Staff Senate Meeting, April 10, 2003

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**Minutes
Staff Senate Meeting
Thursday, April 10, 2003**

- I. The Staff Senate Meeting was called to order at 9:31 a.m. by Chair, Jewel Lindsey.

Members Present: Kelly Anglen, Amy Bell, Renee Clay, Carla Coker, Candace Erbe, Kenley Haley, Rodney Hughes, Susan Huskey, Lioneld Jordan, Jewel Lindsey, Bruce McNully, Christine Parks, Susan Rausch, David Savage, Heather Sprandel, Bonnie Swayze, Barbara Taylor, Joe Terry, Eric Vaught, Carrie Whitmor, Shelley Wilmoth, Susan Yell, Nancy Young

Members Absent: Bonnie Powell

- II. A motion was presented, seconded, and approved to adopt the agenda as revised, removing Campus Calendar committee announcement.

- III. A motion was presented, seconded, and approved to adopt the February 13, 2003 minutes as revised, changing deadline for Employee of the Quarter to April 15th instead of March 28th.

- IV. **Employees of the Quarter Recognition, Christine Parks** – Ms. Parks recognized the Employees of the second Quarter for fiscal year 2003. There were 4 honorees for the second quarter and all but one were present to accept their awards. Ms. Parks read a small portion of their nomination letter. Winners of Employee of the Quarter, Second Quarter are:

- Group I (Professional/Non-faculty) – Joy Sharp
- Group II (Secretarial/Clerical) – Pat Stout
- Group III (Technical/Paraprofessional) – Becky Boettcher
- Group IV (Skilled Craft/Service/Maintenance) – Eddie Styles

- V. **Chair Announcements, Jewel Lindsey** –

- a) Staff graduate recognitions - Jewel recognized the staff who have completed degrees and invited them to attend the Annual Banquet
- b) Resignations – Jewel reported the following resignations from staff senate:
Crystal Sprueill regretfully resigned due to health issues; she has been replaced by Carrie Whitmor from Men's Athletics
Tina Bersi regretfully resigned due to work related issues; Bruce McNully has agreed to serve as vice-chair to complete her term. Ms. Bersi was up for re-election and was not replaced.

- VI. **Committee Reports**

a. Standing Committees

1. **Internal Affairs Committee, Lioneld Jordan** – Lioneld Jordan reported on issues the committee is working on – daycare, sick leave payout. Also reported that Renee Clay met with upper administration regarding the parking proposal. The presentation stated that the infrastructure should first be the responsibility of the administration; the fee increase should be capped at 5%, and if the all reserved plan returns to their agenda a sliding scale should be considered. The committee will develop plans to lobby the legislature regarding staff salaries.
2. **Legislative Committee, Bonnie Swayze** – Bonnie Swayze reported the committee had not met since returning from Little Rock. Ms. Swayze also reported that the state budget is in dire straits and quoted the Chancellor as saying that the campus was not going to survive this legislative session very well. A suggestion was made that we find our representatives and e-mail them our concerns, e-mail addresses can be found on the general assembly website.

Barbara Taylor encouraged staff senators to subscribe to Richard Hudson's listserv.

3. **Scholarships and Awards, Kenley Haley** – Kenley Haley thanked the committee for all their hard work, they have started advertising (via our website and Daily Headlines) the staff scholarship, they will award up to 3 scholarships this year.
4. **Communications, David Savage** – David Savage reported that the committee had not met. Updates have been done to the website. Also reported that major changes may have to be done if Dream Weaver cannot be used anymore.
5. **Finance, Amy Bell** – Amy Bell passed out the finance report.
6. **Election, Susan Rausch** – Susan Rausch reported that the committee met and tallied the nominations. One nomination did not meet the 1 year requirement which would require a by-laws change to allow them to run. Ms. Rausch voiced a concern regarding a nominee for both the At-large and Academic affairs – are they allowed to run for both or do they have to choose – by-laws were reviewed and the nominee will have to choose. Nominees for Staff Senate officers are due by May 31. Self-nominations are accepted.
7. **Parking and Transit, Kenley Haley** – Committee did not meet.
8. **Safety, Joe Terry** – Committee did not meet.
9. **Employee of the Quarter, Christine Parks** – Christine Parks encouraged people to send Group/Team nominations. The deadline is the end of June.

b. Ad Hoc Committees

1. **By Laws, Candy Erbe** – Candy Erbe graciously volunteered to chair the committee replacing Tina Bersi. Jewel suggested that the committee meet as soon as possible to bring her up to date.

Picnic, Kelly Anglen - Kelly Anglen reported that the committee has met several times and thanked them for the hard work. T-shirts have been ordered for senators and celebrity cooks at a cost of \$600. The picnic will be at Razorback Stadium and she is checking to see if we can use the concession stand. They have received donations for hog dogs, buns, baked beans, BBQ chicken, salsa & chips, Little Debbie's. Still need volunteers to work the picnic and they are still working on door prizes.

Fringe Benefits, Bonnie Swayze – Bonnie Swayze stated that she hasn't received notification of the meetings. Barbara Taylor offered to help get her on the listserv.

A motion was made, seconded and voted to move Gary Smith before new business.

VI. New Business

- a. **Qual Choice issues** – Suggested that Richard Ray and Sonya Westerman be invited to the next meeting to address several issues regarding payment delays and claims being denied.

VII. Old Business

- a. **Privacy policy on the use of surveillance cameras in the workplace** – Jewel Lindsey contacted Bill Kincaid. He could not find any written policy addressing this issue other than

for public areas i.e. Cashiers office, Walton College of Business. If a camera is being installed in a private office or workspace it requires approval by the Legal Council's office.

VIII. Other Business -

- a. Announcements, Barbara Taylor** – The biennium request for titles and position numbers (Personnel Service Requests) progress has improved, the campus received approval for all requests. The UofA was recognized as one of the 1st winners of the Governor's Family Friendly Workplace Awards.
- b. Parking and Transit Update, Gary Smith** – Gary Smith discussed the proposed 5% increase. The 5% is not completely accurate because the 5% was rounded to the next 5-dollar amount. Mr. Smith also reported:
 - The South deck is progressing; blasting should begin April 21.
 - 600 spaces should be added on Garland Ave. this summer, no designation yet.
 - Service Drive construction will begin this summer.
 - Two new buses have arrived and are being decaled, will be used for off-road charters and remote routes.
 - Maple Street changes have been delayed.
- c. Membership Issues, Jewel Lindsey** - Jewel announced that Kelly Anglen and Eric Vaught had both missed three meetings. Both were allowed to make a statement before leaving the room. Kelly stated that the 1st meeting she missed her office was short staffed, the 2nd meeting she had an exam she could not miss, and the 3rd meeting she was very ill. She apologized for missing the meetings and really loves being on the Staff Senate. Eric stated that he was on vacation the 1st meeting he missed, the 2nd meeting he had a lab due, and the 3rd he had a deadline at work. Both left the room and Jewel reported that both had always contacted her prior to an absence, both have been strong advocates for staff and had stepped up to fill vacated positions. A motion was made and seconded that both remain on the Staff Senate. Motion passed unanimously.

- XI. Adjournment** – A motion was presented, seconded, and approved to adjourn the meeting. Meeting adjourned at 11:46.

Respectfully submitted by
Susan Huskey