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Minutes Staff Senate Meeting, January 13, 2005

University of Arkansas, Fayetteville. Staff Senate

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MINUTES
STAFF SENATE MEETING
THURSDAY, JANUARY 13, 2005 at 9:30 a.m.
OLD MAIN 523

- I. The Staff Senate Meeting was called to order at 9:37 a.m. by Chair, Kenley Haley.

Members Present: Donnie Blagg, Janet Bowlin, Renee Clay, David Edwards, Patricia Edwards, Candy Erbe, Tommi Featherston, Scott Fendley, Nancy Fondren, Gerald Golden, Carla Gray, Kenley Haley, Vicky Hartwell, Carrie Jackson, Mary Beth Lohr, Bruce McNully, Jonathan Nelson, Bonnie Swayze, Barbara Taylor, Joe Terry, Eric Vaught and Susan Yell.

Members Absent: Eric Linson, Robert Moler, Sara Seabolt and Shelley Wilmoth.

- II. A motion was presented, seconded, and approved to adopt the agenda as presented.

- III. A motion was presented, seconded, and approved to adopt the December 9, 2004 minutes as corrected.

A. Corrections

- i. Section V. Guests, B: Molly Longstreth, Directory of Survey Research Center: Correction "Questions and discussion about availability of on-line access for staff and "timing out" issues due to heavy volume of respondents were addressed."
- ii. Section V. Guests, C: Mike Huddleston, Employee Assistance Program: Correction "Discussed the Employee Assistance Program, a benefit for U of A employees, their family members and those who live with them."

- IV. Guest Speaker- Susan Borrego, Associate Vice Chancellor of Student Affairs- Unable to attend.

V. Standing Committees

- A. Legislative- Bruce McNully reported the committee will meet on Friday, January 14th at 9:30 a.m. in the Animal Science Building. Bruce spoke with Richard Hudson about a visit to the Arkansas General Assembly by the Staff Senate in early March. Please send legislative concerns you would like addressed to Bruce.
- B. Internal Affairs- Renee Clay reported the committee has not met. Renee reported on her and Kenley Haley's meeting with Dr. Donald Pederson to lay out the day care proposal and budget

scenario. Renee indicated that he was very receptive to the proposal and budget as presented.

- C. Scholarship & Awards- Candy Erbe reported the committee has selected the recipient of the first Outstanding Team award. The recipient is the Office of Graduate and International Admissions team. Thirteen teams were nominated and it was a difficult decision to make. The committee decided to present two Honorable Mention plaques to the Walton College of Business Career Center team and the Office of Admissions team. Each of the remaining teams nominated will receive a certificate of recognition. A reception and award presentation will be held at 9:15 a.m. preceding the Staff Senate Business meeting in February; donuts will be provided. Candy indicated that new staff graduates and employees of the quarter may also be recognized at the February meeting. Candy reminded everyone that it will be scholarship time very soon. The application will be on-line next month with an application deadline of May 1st.
- D. Communications – Janet Bowlin reported the committee has not met. No information has been received to include in a newsletter but addition of a new feature to the website called “What’s New” is being considered.
- E. Finance- Vicky Hartwell distributed the Staff Senate Budget Summary and reported a significant rollover of funds from last fiscal year. Vicky reported that elections expenses generally run about \$500.00.
- F. Elections- Janet Bowlin reported she has not received an election timeline but will begin contacting committee members at the end of the month. Assistance will be needed for folding, mailing, addressing nomination ballots, contacting nominees, and counting votes. Committee members should expect at least four meetings.
- G. Safety- Joe Terry reported the committee has not met. Senators commented and thanked the committee for the improvements to the crossing at Maple and Stadium. Joe reported he was waiting for a decision about the shrubs obstructing the view at the Hotz Hall lot.
- H. Parking and Transit – Donnie Blagg reported the committee has not met. Please send feedback if you attended the “Parking and Transportation Plan for Campus Community Forum” to Donnie. The number of handicap accessible parking permits was raised and discussed. Further information on this topic will be researched by the committee.

- I. Employee of the Quarter- Susan Yell reported nominations for the October –December 2004 quarter are being accepted and would be until Tuesday.

VI. Ad Hoc Committees

- A. Fringe Benefits- Bonnie Swayze reported the campus and the system committees have not met. The “experience report” has been received and we are in the upper 90 percent range but our out-going expenses have not exceeded our income. QualChoice’s 90 day extension for negotiating with Health Partners on reimbursement rates was discussed.
- B. By-Laws- Candy Erbe initiated the third reading of the amendment to be made to the by-laws, Addendum, Staff Senate Awards Procedural Guidelines part 2. The amendment designates one scholarship to be giving annually in memory of Rick A. Haley to be named the Rick A. Haley Memorial Scholarship. A member of the Haley family will be invited annually to nominate a committee member of their choosing to aid in the selection of the Haley Scholarship. The motion was presented, seconded and approved to amend the by-laws as presented.
- C. Picnic- Eric Vaught reported the committee has not met. Shakes submitted a final bid for ice cream. A discussion followed concerning the bid amount with suggestions for alternative sources of ice cream at a lower cost. The picnic date is May 20th.

VII. Old Business

- A. Longevity Pay- Career Service Awards amounts in 1983 dollars adjusted to today’s dollars using the Consumer Price Index, CPI, were provided in a handout. It was concluded the information provided good support for the Career Service Award increased amounts requested. The documentation indicated the requested increases are on target. Bruce suggested that it is important that lobbying for funding to be included with the increase if the bill passes.
- B. Transit and Parking- Gary Smith reported the current status of :
 - i. Harmon Parking Deck: waiting list and spot opening dates
 - ii. Proposed bus route from Harmon to Kimpel and Bell
 - iii. Reduced parking rate in Harmon for after hours
 - iv. Visitor and career fair parking accommodations
 - v. Repositionable Permit, a peel-off decal to replace the current hang-tag
 - vi. Lot 56
 - vii. Handicap parking issues

VIII. New Business

- A. Ad Hoc Committee- Executive Committee met the previous week to discuss the creation of a committee to administer the Haley Scholarship.
 - B. Catastrophic Leave Committee met this week and it was reported that 349 staff and faculty donated hours to the leave bank; the number of donors and hours increased this year. A discussion about the number of hours of annual leave lost by staff members this year prompted concern. The possibility of an educational campaign to increase awareness to staff and their supervisors on the benefits of using annual leave was discussed.
 - C. Carla Gray- Expressed great concern about a QualChoice letter mailed to participants containing the member's social security number and directing members to a website log-on to retrieve personal and confidential health information. Carla indicated that the log-on site had severe security issues.
 - i. Action: Carla contact Richard Ray, Benefits Manager to alert him to the issue. Also follow up with Bonnie Swayze and Scott Fendley on the specifics regarding the website security issue.
 - D. Tuition Discount for employee's dependents for 5th year. Currently education majors do not receive a tuition waiver for the 5th year, a necessary requirement for their degree.
 - i. Action: Dr. Taylor will provide Kenley Haley with a comparison in reference to tuition waivers at other institutions.
- IX. Announcements-Barbara Taylor reported W2's are being folded and stuffed and will arrive in your box very soon.
- X. Adjournment—a motion was presented, seconded and approved to adjourn the meeting at 11:21 a.m.

Respectfully Submitted by
Sherrie F. Robins, Recording Secretary