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Staff Senate Meeting Minutes

Staff Senate

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2009-03-12

## Minutes Staff Senate Meeting, March 12, 2009

University of Arkansas, Fayetteville. Staff Senate

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Staff Senate Meeting Minutes  
Thursday, March 12, 2009, 9:30 a.m.  
Old Main 523

Members Present: Jeremy Battjes, Paul Bixby, Cat Donnelly, , Lisa Frye, Andy Gilbride, Angela Hand, Melynda Hart, April Martin, Andy Matthews, Javene Mounce, Michele Payne, Tyneshia Reynolds, Henry Rowe, Teresa Scott, Sarah Spiegel and Elizabeth Underwood.

Members Absent: Toni Bahn, Donnie Blagg, Gerald Golden, Natalie Kramer, Ronnie Lane, Autumn Parker, Frankie Rhudy and Eric Vaught.

Guests Present: Angela Davis, Barbara Taylor (XO)

- I. The meeting was called order by Chair, Paul Bixby at 9:35am
- II. A motion was made, seconded and approved to adopt the agenda as presented.
- III. A motion was made, seconded and approved to accept the meeting minutes with corrections. Correction is Section VII, D, change "team" to "Team".
- IV. Presentation on the Arkansas Alumni Association – Laurel Draudt; Laurel spoke to Staff Senate about the Arkansas Alumni Association.
- V. Presentation on the Tobacco Free Policy – Mary Alice Serafini; Mary spoke with Staff Senate regarding the status on the Tobacco Free Policy and also ask for volunteers to be on the task force that will develop an education program on the non-smoking policy.
- VI. Parking and Transit – Andy Gilbride;
  1. Currently working on a new bicycle and golf cart policy.
  2. Spring break is next week, staff and faculty are allowed to park in the student parking and remote parking.
  3. The department received \$1.26 million in stimulus money and \$570,000 in discretionary fund. The money will be used to purchase new buses and equipment in the maintenance shop.
  4. The mulch in Lot 56 should be gone by April.
- VII. Standing Committees
  - A. Legislative – Elizabeth Underwood; The Committee went to Little Rock on March 4, 2009. The Committee met with Andrew Bass and received additional information on the new pay plan and ate lunch the legislators. The committee is discussing on making this an annual event.
  - B. Elections – Paul Bixby; Paul distributed the Transition Example form to each Senator present. A motion was made, seconded and approved for the following:
    1. To have five positions open in Academic Affairs. Four positions will have three year terms and one position will have two year terms.
    2. To have three position open in the area of VP of Agriculture. Two positions will have a three year term and one position will have a two year term.
    3. To have two positions open in the area of the Chancellor. One position will have a three year term and one position will have a two year term.

4. In the area of Finance and Administration to have two position open. Both positions will have a three year term.
5. In the area of Student Affairs to have one position open. This position will have two year term.
6. In the area of At Large will have two positions open. Both positions will have a three year term.

Nominations will be March 30, 2009 through April 3, 2009 and elections will occur April 13, 2009 through April 17, 2009.

- C. Awards – Tyneshia Reynolds;
  1. The Outstanding Team Award deadline is March 13, 2009 and will be presented on April 9, 2009.
  2. Fall Graduates will also be recognized on April 9, 2009.
  3. Melynda Hart and Henry Rowe have volunteered to be on the Awards Committee.
- D. Parking and Transit – Henry Rowe; See section VI.
- E. Safety – Javene Mounce/Cat Donnelly; The Committee discussed the following safety issue on campus:
  1. The sidewalks near the Greek Theater is slippery
  2. The 1<sup>st</sup> Responders Program.
- F. Internal Affairs – Angela Hand;
  1. The Inclement Weather Facts and Questions (FAQ) regarding issues relating to the policy and procedures on the topic was completed and sent to Bob McMath to be on the UA website.
  2. The Tobacco Free Policy resolution
- G. Special Events – Michele Payne;
  1. Thanked everyone for their well wishes and prayers during the time she was out.
  2. Please do not use the vendor and picnic flyer that was emailed with the meeting minutes and agenda. The corrected flyers will be emailed later.
  3. Please notify Cat Donnelly and Javene Mounce if any Senator contacts a business so that there will not be a duplicate request from Cat or Javene for the vendor fair. The same goes for contacting businesses on the list for door prizes, Autumn Parker will let you know if another Senator is contacting that business.
  4. All the food for the picnic is donated except the ice cream.
  5. VIP invites were sent via E-vite. Staff Senate will also received an E-vite to sign-up to work the picnic.
  6. The Committee will meet to walk through the stadium to determine the food line flow.
- H. Employee of the Quarter – Lisa Frye; No Report. Deadline for the next Employee of the Quarter is April 15, 2009.
- I. Scholarship – Teresa Scott; Deadline for Staff Senate Scholarship is May 1, 2009. The Committee is working on sending out thank you cards for donors.

- J. Finance – Leanna Foshe; Not present. The finance report was distributed to each Senator present.
- K. Communication – Paul Bixby; UITS have agreed to help Staff Senate with converting the website to Red Dot and maintaining SharePoint.
- VIII. Ad Hoc Committee
  - A. Scholarship Advancement Committee – Michele Payne; The Committee will unveil the Gimme 5 initiative at the picnic. Staff Senate will have to purchase the stickers for the initiative.
- IX. Old Business
  - A. Membership Review and Announcements – Paul Bixby; Paul made the following announcements:
    - 1. Toni Bahn will be dismissed from the Staff Senate for not being able to attend the meetings.
    - 2. Vicki Watkins has resigned from the Staff Senate. Frankie Rhudy will resign from the Staff Senate next month.
  - B. Staff Senate Resolution on the Tobacco Free Policy – Angela Hand; After discussion a motion was made, seconded and approved to resolution on the Tobacco Free Policy. The voting was as follows: 12-Yea, 2 –Opposed.
- X. New Business
  - A. “Around the Senate” – It was suggested to send Chancellor Gearhart a resolution to acknowledge or support the efforts made to staff and faculty not getting laid off.
- XI. Announcements – Barbara Taylor; No Report.