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Staff Senate Meeting Minutes

Staff Senate

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2023-03-09

## Minutes Staff Senate Meeting, March 9, 2023

University of Arkansas, Fayetteville. Staff Senate

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Staff Senate Minutes  
March 9, 2023, 9:30AM  
Unity House – Multipurpose Room

- I. The meeting was called to order by chair, Roy Cordell at 9:32 a.m.
- II. A motion was made, seconded, and passed to adopt the agenda.
- III. Roll Call – Myrlinda Soedjede
- IV. Campus Updates
  - A. Human Resources Updates –Michelle Hargis Wolfe
    1. Michelle introduced herself to the Senate – provided some of her background/career
      - a. Philosophy: People → Processes → Technology
      - b. Plan to run as an HR service delivery model
    2. Classification and Compensation Project
      - a. Taking over the class/comp study for Debbie temporarily
      - b. Doing listening tours
      - c. Wanting to know what people are doing – looking at job families and whether words make sense. Not yet focusing on adjusting job descriptions
      - d. There is a lot of discussion about combining job families – have to know where work is to describe to potential employees
      - e. Developing career ladders for current/potential employees
      - f. Employer of Choice
        - 1) Employee value proposition
          - i. Benefits
          - ii. Compensation
          - iii. What words cause people to want to come to the University?
      - g. Shared her email address: wolfem@uark.edu
        - 1) Happy to consult/talk and learn about our business and positions
  - B. Parking and Transit Updates – Gary Smith
    1. Implemented e-citations March 1
    2. Going cashless this month (March 20) – still accepting coins in the meters for now
    3. Proposed fee increases pending Board of Trustees approval
      - a. Faculty/staff blue reserved increasing \$35.89 for the year
      - b. Faculty/staff >\$40K going up \$.86 cents/month
      - c. Faculty/staff <\$40K going up \$.22 cents/month
      - d. Garage is increasing \$3.93 per month
      - e. UAPD moving violations increasing by \$5
      - f. Athletics violations increasing from \$125 to \$150
      - g. Safety hazard violations increasing by \$25.
    4. Questions/discussions
      - a. Increasing due to inflation – construction costs increasing
        - 1) Need to build more parking – likely garages because student population increasing
        - 2) Some lots are being looked at for potential building sites
      - b. Underground garages?
        - 1) Costs likely twice as much as above-ground
      - c. Parking and transit accommodation for electric vehicles
        - 1) Two charging stations with two ports per station – 20 people currently using them

- 2) Will likely install more near residence halls
  - 3) \$2.85/hour charge for charging
    - i. Charged using a charge-point membership card
  - d. Does the potential inclusion of offices/classroom space integrated into a parking garage change the price at all? Does it make it more feasible?
    - 1) Depends on source of funding – still have to consider fire code regulations that may cause restrictions
  - e. With the license plate scanning, stopping the printing of decals, etc. - do these help reduce parking costs?
    - 1) Yes, it does so far because haven't been able to hire enough staff. Working with about 20% staff
  - f. We have an employee who is leaving the campus and received an email from P&T very nice informing them that we're sorry that your leaving, good luck in your journey and that any refund due to you from your parking pass will be refunded promptly
    - 1) Get a monthly report from HR and are given two weeks beyond the termination date until permit ends. Refund prorated amount if bought through end of the year
- V. Approval of Minutes from February Meeting
- VI. Treasurer's report – Wayne Bell
  - A. Newest budget Excel sheet is in the Teams chat – on par with where it needs to be. Storage unit has been paid. It hasn't cleared yet, but it has been paid. Planning to go clear it out and get rid of it.
  - B. EOQ1 and 2 have been paid
- VII. Committee Reports
  - A. Awards – Jen Boyer
    - 1. Don't have final tabulations yet
    - 2. Looking for a new chair
  - B. Legislative – Jen Boyer
    - 1. Learns Act – legislative education reform bill was passed
      - a. Bill didn't have a lot of details
    - 2. House Bill 1359
      - a. Comprised of governing boards of counseling, psychology, social work, and alcoholism and drug abuse counselors – they will be one board
      - b. Board of 17 people all appointed by governor
      - c. Could affect PWHC and Student Affairs as well as certain degree programs
    - 3. House Bill 1141
      - a. Redefines consent and sexual assault – may be a more modern definition
    - 4. Senate Bill 382
      - a. Redefines and modernizes the concept of “meeting” under the Freedom of Information Act. Since we have more virtual meetings, it updates information about what a meeting is for the purposes of FOIA and what information can be obtained
      - b. Currently in Senate committee
    - 5. House Bill 1347
      - a. Financial Aid appeals process for higher education
        - 1) Could affect scholarships
      - b. Not completely sure about implications
    - 6. Questions/discussion

- a. From Amber: a bill has processes going into effect in the fall regarding financial literacy
- C. Communications – Vince Capps
  - 1. Team met on Tuesday – looking at updating the homepage
    - a. Trying to encourage traffic to the homepage
  - 2. Talked about possibly doing a group photo and having it on the Meet Your Senators page
  - 3. Thinking about having an Instagram account and doing a better job of sharing the website on social media
    - a. Maybe posting the minutes/events on social media
  - 4. Requests two new members because two won't be available the rest of the year.
    - a. Chantel has resigned due to her responsibilities for her new position
  - 5. Plan to have an updated homepage to show at the next meeting
- D. Elections – Elizabeth Miller
  - 1. 15 people have responded with nominations
  - 2. Just sent out a meeting request for the committee on the 30<sup>th</sup> to review nominations and make sure good to go
  - 3. Elections open April 1 and will go through the 21<sup>st</sup>
  - 4. Questions/discussion
    - a. If your term is expiring and you want to stay on, several members are happy to nominate
- E. EOQ/EOY – Autumn Parker
  - 1. Caught up on EOQ1 and 2
  - 2. Autumn shared the winners
    - a. EOQ1
      - 1) Category I - Professional/Non-Faculty - Academic
        - i. Sarah Goforth, executive director, Office of Entrepreneurship and Innovation
      - 2) Category I - Professional/Non-Faculty - Administrative
        - i. Amber Hutchinson, senior grant specialist, Office of Sponsored Programs
      - 3) Category II - Secretarial/Clerical
        - i. Lindsey Navarrette, office manager/career events assistant, University Career Services
      - 4) Category III - Technical/Paraprofessional
        - i. Nick Shapter, software support specialist, Department of Mathematics
      - 5) Category IV - Skilled/Service/Maintenance
        - i. Jonathan Silva, parking control officer, Parking Operations
    - b. EOQ2
      - 1) Category I - Professional/Non-Faculty - Academic
        - i. Colleen Whitman, online student support manager, Global Campus
      - 2) Category I - Professional/Non-Faculty - Administrative
        - i. Lisa Kulczak, institutional research assistant, Institutional Research and Assessment
      - 3) Category II - Secretarial/Clerical
        - i. Rosa Floyd, office manager, Office of Student Activities
      - 4) Category III - Technical/Paraprofessional
        - i. Debbie Deere, physician, Pat Walker Health Center
      - 5) Category IV - Skilled/Service/Maintenance

- i. Jody Phillips, athletic facility supervisor, Grounds Administration
    - 3. EOQ3 nominations due April 15<sup>th</sup>
  - F. Internal Affairs – Erin Butler
    - 1. Erin shared the survey results from the January-February survey
      - a. 243 responses. Erin themed the responses and shared the summary report
      - b. Invited to the chancellor’s Strategic Operations Group in early April to present results
    - 2. Internal Affairs recommendations
      - a. Tried to organize by policy – Board, Fayetteville Policies and Procedures, and campus administration
    - 3. Questions/discussion
      - a. Question about what will be presented. It may be put into a PowerPoint presentation rather than the presented document
      - b. Goal was to put everything on the table for consideration. There may be suggestions that are not feasible, but decided to present so they can know what is on employees’ minds
  - G. Scholarships – Betsy Bushmiaer
    - 1. Scholarship application for Fall 2023/Spring 2024 is live on the website. It will be up until June 9. An Arkansas News article will go out March 30. Just letting everyone know it will soon be available, so please apply.
- VIII. New Business
- A. Proposed Bylaws Change – Trish Watkins
    - 1. Article VI. Section VI.4-5 – Moved to change the appointments to standing committees from Chair to Vice Chair
      - a. Explained the decision to propose – the Vice Chair historically works very closely with the members of the executive committee
      - b. Second
      - c. Discussion
        - 1) Speaking from experience of holding both the chair and vice chair positions, the vice chair coordinates the work of the executive committee. As chair, she consulted the vice chair on committee appointments, but she believes that it makes more sense for the duty of appointing executive committee members to be with the vice chair
      - d. Motion passed
    - 2. Article VII. Section VII. 1 (e)
      - a. Suggestion to add verbiage to prevent Senators from serving on more than one committee at a time and for the vice chair to assume the role of the vacant seat until a new chair is appointed, with a 30-day time limit for appointing a new chair.
      - b. Motion and second
      - c. Discussion
        - 1) Executive committee is made up of committee chairs. Sometimes, it is necessary for the executive committee to vote (e.g. attendance reviews). May have one person holding more than one seat – would they have two votes or still only one?
        - 2) Question about whether the vice chair/executive committee chair, who normally does not have a vote, would then have a vote
          - i. The vice chair can vote as a tie breaker
        - 3) What happens if a new appointment can’t be made within 30 days?

- i. Belief that they should be able to appoint someone within 30 days
- 4) Concern about the executive committee chair assuming the role of chairing a committee with a lot of work coming up in the near future. Some committees are pretty quiet at certain parts of the year and very busy at other times. Concern that it may suddenly create too much work for executive committee chair
- i. Belief that the committee members would step up to assist with whatever is going on
- d. Tabled until April because we ran out of time for discussion.

\*\*\*Ran out of time\*\*\*

IX. A motion was made, seconded, and passed to adjourn at 11:01 a.m.

**Senators in attendance:** Wayne Bell, Karmen Boddie, Tony Boyd, Jen Boyer, Betsy Bushmiaer, Chris Butler, Erin Butler, Garry Butler, Vince Capps, Roy Cordell, Michela Cupello, Tracy Deffebaugh, Kim Gillow, Derrick Hartberger, Travis Hefley, Alli Johnson, Elizabeth Miller, Chantel Moseby, Autumn Parker, Ben Pollock, Allen Porter, Ashley Reeves, Kaitlyn Rigglin, Stephen Ritterbush, Amber Roth, Cindy Ryan, Amy Shell, Myrlinda Soedjede, Trish Watkins

**Senators not in attendance:** Carrie Whitmer