

HSU Staff Senate Minutes
Wednesday, August 10, 2016

Members Present: Brian Bagwell, Yvette Bragg, Christopher Golston, Shelia Hollis, Randy McCauley, Veronikha Salazar, Beth Taggard, Chanda Hooten, Sheri Phillips, Forrest Schultz, Brian Bagwell, Troy Mitchell, Carrie Roberson, Vicki Shipley

Members Absent: Pam Ligon, Phyllis Cogburn

The regular meeting of the Henderson Staff Senate was held on Wednesday, August 10, 2016 in the Cabe Room of the Garrison Center. The president and the secretary being present, the meeting was called to order at 10:01 a.m.

- I. Minutes from the May meeting were approved as amended.
 - i. Motion to accept: Veronikha Salazar; Second: Brian Bagwell

- II. President's Report
 - i. Beth's discussion with Dr. Jones focused on staff senate constitution and handbook concerns (see below).

- III. New Business
 - i. Staff Senate Roster
 - a) Dawn Mabery has resigned; alternate, Vickie Shipley, will fill her position. We will not have a special election to replace alternates unless additional senate vacancies occur before regular voting at the end of this year.
 - b) Previously we proposed moving the Staff Senate operating calendar to fiscal/academic instead of calendar. Administration is not in favor of this change. The current calendar stays; however, there is still a large imbalance of members whose terms end in 2016. In order to restore the balance of members, Beth requested five current members willing to extend their terms through 2017 (this is 6 months longer than those who previously volunteered to stay to the end of the 16-17 academic year). Volunteers are: Brian Bagwell, Shelia Hollis, Chanda Hooten, Randy McCauley, and Carrie Roberson. Beth called for a motion to approve extended terms for these individuals.
 1. Motion to approve: Veronikha Salazar; Second: Sheri Phillips
 - ii. Staff Senate Constitution
 - a) Currently we have no provision in our constitution that provides how senate membership should be addressed when there is a drastic imbalance of term endings. There is also no provision for the resignation of the president-elect. Other items are also out-of-date/void. Also, administration has requested the creation of past-president position.
 - b) President Taggard is working to make some changes in order to improve/clarify the constitution. Staff senate will review any changes and have the opportunity for

input before we vote to approve any constitutional changes. Once we are in agreement, all changes must be approved the President and the Board of Trustees.

IV. Old Business

i. Staff Handbook

- a) Beth spoke with administration about the current staff handbook. It was agreed that major revisions are required in order for it to be a functioning document for both classified and non-classified staff and that this process should be expedited. After reviewing staff handbooks from other state universities, Beth likes the look of the UCA handbook and recommends we follow a similar format.
- b) In order to expedite this process, a change in the handbook committee may be required due to individual job requirements. Making the necessary revisions may be distributed across all senators by subject/category.

ii. Fringe Benefits

- a) Staff senate has agreed to pull its plans for a staff survey specific to fringe benefits in order to let the Fringe Benefit Committee take the lead. Dr. Nathan Campbell is the current chair of the committee and he is moving forward quickly with a newly formed committee. They will be holding 2 staff forums on August 15. All senators are encouraged to attend and to encourage co-workers to attend as well. This is our chance to have a voice about current and possible future fringe benefits.

iii. Campus Signage & Parking

- a) Previously the question about handicap signage in parking spots was brought to staff senate. There are some questions about which campus department is responsible for signage. Beth will ask Dr. Powell about rectifying signage concerns when she has her first monthly meeting with him.
- b) Another concern was brought to Staff Senate about the 30-minute and reserved parking spots in/around Womack Hall. Staff who work in Womack have been observed parking in these spots all-day. Can parking ticket fees be enforced? UPD policies and procedures are not within staff senate control. At one time the vice-presidents were provided a list of employees with parking fines.

V. Questions, Concerns or Comments (None)

VI. Adjournment

- i. Motion to Adjourn: Sheri Phillips; Second: Brian Bagwell
Meeting adjourned at 10:21.

Respectfully Submitted,
Shelia Hollis, Secretary