Arkansas State University
Staff Senate Meeting
June 17, 2015

The Arkansas State University Staff Senate met on Wednesday June 17, 2015, in the library Boardroom (8th floor) on the ASU – Jonesboro campus, staff senate president, Nikki Turner called the meeting to order at 2:01 pm.

In attendance: Kiffany Banks, Paula Broadway, Woody Hanes proxy for Steven Bowen, Robert Coggins, Rosemary Frier proxy for Shane Copeland, Christy Vines proxy for Ellena Cox, Timothy Cureton, Rodney Davis, Adrian Everett, Katie Edwards proxy for Vera Forrest, Loretta Fulton, Brandy Hampton, Deanna Harris, Terry Locke, Bryan Shelton proxy for Randy Martin, Carla McCain, Curtis Miller, Jennifer Novalick, Hope Phillips, Elaine Poynter, Amy Privett, Patricia Schreier, Randall Tate, Nikki Turner, Natalie Turney, Scottie Wheat, Debra Wright

May Minutes:
Minutes were approved. Loretta Fulton moved to accept the minutes, Rodney Davis seconded.

May Treasury:
The Treasury Report was presented by Brandy Hampton. Items of note were a transfer of funds from the Foundation Account to the Staff Senate Discretionary Account to cover the negative balance. Additional funds from the picnic included a general donation of $450 from Enterprise and other donations from auction items.

Old Business:

a. Recognition Wall Committee Service – Rosemary Frier (Chair) and Randall Tate (Ex-Officio) committee of 10 will meet next week covering criteria for selection and will decide how to proceed. Will have 1 person/year to be on the plaque. Plaque will be created by Gibson’s and will be located on the 3rd floor of the Student Union across from Testing. Committee will send emails to acquire nominations. Tate passed out information regarding the new plaque and the criteria. Staff Senate will hold a reception for those who will be placed on the wall in August in the Alumni Lounge.

b. Communication with Senators and Staff (Payroll Card Update) - Nikki Turner gave information regarding the payroll check machines that will not be replaced. If you are not set up on direct deposit, you will be issued a payroll card (U.S. Bank card) but you have to complete form to be issued the card. Please communicate this with your constituents. If they have questions, contact Crystal Pierce in Payroll.

c. Constitution & Bylaws – Nikki Turner spoke with Angela Daniels who stated that they still need to go to Lori Winn. The Executive Council meets next week and they will attempt to get the Constitution & Bylaws to Lori before then. Nikki also spoke about the need for Parliamentarians. The students that were going to help are no longer available. Prefer to not have a senator as Parliamentarian so there is no conflict of interest. Parliamentarians can be students, staff, etc. If you know someone who may be able to help, please contact Nikki Turner.
New Business:

a. Maurice Gibson, Assistant Vice Chancellor for Diversity – Visited with Senators regarding his position and background. His main focus is recruitment, retention & promotion of faculty & staff. Currently working on a Staff Advancement Program for staff research with a financial incentive. Will need Staff Ambassadors that will work with the campus and the community. Will also have incentives for students, especially incoming freshmen. Nikki Turner asked about the University of Diversified Action Committee, what they do and when they meet. Gibson responded that he was not over the committee and that the committee has not met in over a year. Will have 3-4 Staff Senators on the committee. The first meeting will be in Fall 2015 where they will speak about community engagement, who they are, what they do and the opportunities on campus. Invited senators to contact him if they were interested in training. He is located in the Finance & Administration Building.

b. Staggering of terms - Randall Tate stated that the EEO class 60 currently has 3 senators that are coming off next year leaving 3 new senators to be elected. Motioned that at next election to take the top 3 nominations. Nominee with top votes will get a 3-year term, 2nd place receive a 2-year term, and 3rd place would get a 1 year term. Nominees that receive a one and two year term can run again after term is over. This will allow this class to have a continuous flow of senators.

*Loretta Fulton asked if there needed to be a change in the Constitution & Bylaws to allow this. Nikki Turner stated that the Constitution & Bylaws would not need to be changed. Hope Phillips stated that the Bylaws were not set up for this to happen and not sure how it occurred. That it is a good idea but what if they leave. Nikki Turner noted that the Bylaws do state how to stay staggered but it does not address the issue we currently have. Could re

*Robert Coggins asked if a senator in this class was reelected, would they serve a 5 year term? Nikki Turner replied that it was a risk to take.

*Randall Tate stated that EEO 40 will eventually have this issue in Spring 2016 where 4-5 fall off, but as of now only reviewing EEO 60.

*Hope Phillips asked if we are reviewing EEO 60 can we plan ahead and look at EEO 40 too.

*Nikki Turner suggested moving ahead on Category 60 and let senate handle Category 40 in 2018.

*Randall Tate motioned to put on table and review again in July Staff Senate meeting. Nikki Turner seconded.

c. Staff Senate Pictures – Nikki Turner contacted photographer but will not be available until July. Staff Senate pictures will be taken July 15th at 1pm (before staff senate meeting). Wear your grey Staff Senate shirt. If you are unable to attend, please contact Nikki Turner for other arraignments.

Report from the President and Open Discussion:

a. Executive Council meeting will occur next week. A handout for Shared Governance Committees was passed out. If you would like to be a member of an open committee, please contact Nikki Turner. The Hearing Committee is still in need of representation. Committees will begin meeting in the Fall, you will be contacted.
b. Passed out information regarding Catastrophic Leave updates. Now there is no limit on the donation of hours. Changes are highlighted on handout. Senate does not need to meet or vote on this issue.

c. July meeting is July 15th 2015 at 2:00 pm

d. Rodney Davis motioned to adjourn at 2:40 pm, Natalie Turney seconded.