

Staff Senate Meeting Agenda
Wednesday October 18, 2017 @ 2:00pm
8th Floor Board Room, Library

1. Call to Order
2. Roll Call
3. Routine Business
 - a. Meeting Minutes
 - b. Treasurer's Report
4. Old Business
 - a. Emily Devereux – Senator Highlights
5. New Business
 - a. Dr. Damphousse and Dr. Frey – University Budget
 - b. Dr. Frey – Healthcare Changes
 - c. Brad Phelps, University Counsel – New Gun Law
 - d. Rob Gordon – Benefits Fair
 - e. Misty Cureton – Stipend Committee
 - f. Sheryl Puckett – Lil Bit of Christmas
6. Report from the President
7. Open Discussion
8. Announcements and Reminders
 - a. Next meeting is November 15th and will be located in the Mockingbird Room, Carl R. Reng Center
 - b. Benefits Fair November 2nd 10:00-2:00
 - c. Food Drive



Staff Senate Attendance Record

		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Last Name	First Name												
Adams	Nikki	Present	Present	Present		Absent							
Bradley	Spencer	Present	Present	Present		Present							
Broadway	Paula	Proxy	Proxy	Present		Present							
Carvell	Jon	Present	Present	Present		Present							
Clark	Todd	Present	Proxy	Present		Absent							
Clark	Catrina	Proxy	Present	Present		Present							
Copeland	Shane	Present	Present	Present		Present							
Cureton	Misty	Absent	Present	Present		Present							
Cureton	Timothy	Absent	Present	Present		Present							
Daniels	Angela					Present							
Devereux	Emily	Present	Present	Present		Present							
Dollar	Sharon	Present	Proxy	Present		Present							
Ellington	Traci	Present	Present	Present		Proxy							
Everett	Adrian	Present	Present	Present		Present							
Freer	Rosemary	Present	Present	Present		Present							
Gilmer	Vickie	Absent	Present	Present		Present							
Gordon	Robert	Present	Present	Present		Present							
Groves	Sharon	Present	Present	Proxy		Present							
Gulley	Jeffery	Present	Proxy	Proxy		Present							
Harris	Deanna	Present	Present	Present		Present							
Hart	James	Present	Present	Present		Present							
Huckaby	Matthew	Absent	Present	Present		Present							
Long	Jarrold	Proxy	Present	Present		Proxy							
Mann	Joyce	Proxy	Proxy	Present		Present							
Martin	Randy	Present	Present	Proxy		Present							
Ogles	Herbert	Present	Present	Present		Present							
Phillips	Hope	Present	Present	Present		Present							
Puckett	Sheryl	Present	Present	Present		Present							
Reed	Judy	Present	Proxy	Proxy									
Stotts	Wendy	Present	Present	Present		Present							
Turney	Natalie	Absent	Absent	Present		Present							
Webb	Tammy	Present	Present	Present		Present							
Wheat	Scottie	Present	Present	Present		Present							

Proxies:

May: Cheryl Richie proxy for Paula Broadway, Connie Scott proxy for Catrina Clark, Alanna Williams proxy for Jarrod Long, Erin Brown proxy for Joyce Mann
 June: David Smith Proxy for Paula Broadway, Blake Simmons Proxy for Todd Clark, Margaret Davis Proxy for Sharon Dollar, Scott Johnson Proxy for Jeffery Gulley,
 Erin Brown Proxy for Joyce Mann, Jennifer Novalick Proxy for Judy Reed
 July: Chelsea Gambill proxy for Sharon Groves, Jerry Webb proxy for Jeffery Gulley, Brian Shelton proxy for Randy Martin, Angela Daniels proxy for Judy Reed
 Sept: David Hicks proxy for Traci Ellington, Brian Shelton proxy for Jarrod Long

Arkansas State University

Staff Senate Meeting

September 20, 2017

DRAFT MINUTES

The Arkansas State University Staff Senate met on Wednesday, September 20, 2017 in the Mockingbird Room in the Student Union on the A-State Jonesboro campus. Staff Senate President, Hope Phillips, called the meeting to order at 2:01 pm.

In attendance: Nikki Adams (Absent), Bradley Spencer, Paula Broadway, Jon Carvell, Catrina Clark, Todd Clark (Absent), Shane Copeland, Misty Cureton, Timothy Cureton, Angela Daniels, Emily Devereux, Sharon Dollar, Adrian Everett, Rosemary Freer, Vickie Gilmer, Robert Gordon, Sharon Groves, Jeff Gulley, Deanna Harris, James Hart, David Hicks (Proxy for Traci Ellington), Matt Huckaby, Joyce Mann, Randy Martin, Herbert Ogles, Hope Phillips, Sheryl Puckett, Brian Shelton (Proxy for Jarrod Long), Wendy Stotts, Natalie Turney, Tammy Webb, Scott Wheat

July Minutes:

Changes to be made: Under New Business, Chancellor's Address: Omit "(was it put anywhere else?)". With noted changes, Shane Copeland made a motion to accept the minutes, Angela Daniels seconded, all approved.

July and August Treasury:

A discrepancy was noted minutes before the meeting. Sheryl Puckett will correct the discrepancy and send back to Emily to disburse to senators.

Old Business:

Constitution and Bylaws Committee Appointments:

- Sharon Groves is chair of the committee and reported that the review is done every 3 years and not due till 2018, but that they are getting started on it now.
- Input was requested.
- Lori Winn requested to set on the committee.

Freshman Move-In Follow-Up

- We had 8 that participated, it went well and the parents and students were appreciative.

New Business

Rich Zvosec – Athletics Mentor and Jobs Programs

- Jobs Program – he is looking to expand the network for job openings on and off campus to place student athletes after graduation.
- Mentoring Program – assist in helping athletes find their passion for a career. They do not always know what they want to do. The mentoring program will help in them making this decision.
 - Each individual athlete is different in the amount of time that will be required. This will help all alumni in finding contacts for employment. Will look into internships and summer placement as well.
 - Please contact Coach Z at rzvosec@astate.edu, 816-547-3026, if interested in becoming mentor.

Game Day Parking

- Bryan Thompson with Athletics spoke on parking for football games. Andy Frain Services directs the parking for all athletic events. Everything went smoothly on Saturday for the first home game.
- Donor parking is not current. Construction of the hotel is hindering parking around the old track. The O'Reilly group has granted use of the grass area until October 1. Map of parking is sent to anyone who has purchased a ticket to the game. The map is sent out the Thursday before the game.
- Parking on Red Wolf is allowed due to being a state highway and parking around baseball is allowed but charged at game day prices. All money charged for parking goes back to Athletics.
- Concerns regarding handicap parking at the stadium were brought up. This is a concern that has been brought to one of the senators.
 - Handicap signs in the front row located west of the stadium are covered up; those 8 spots go to the Board of Trustees and President. There is a concern about compliance and the question is are we sending the wrong message by covering those spots up. Brian will talk to the rest of the team to communicate the question of is this the right message.
 - 75 handicap spots on first come first serve basis in the other lot close to the stadium. Need to have hang tag and matching handicap card in order to enter that lot.
 - Lot H is used for overflow, a hang tag is needed, do not check actual handicap card, there are 171 spots available. Shuttles are run between this lot, from Convo to Football.
 - Free parking at Village, on Red Wolf Blvd, university loop on opposite side.
 - The question was asked, "Is there parking area that we can open up for free to get people off of the highway?" and possibly run shuttle. There was parking left in the paid parking behind baseball.

Katey Provence – ASTATE Food Bank/Food Drive

- Food Drive –Can drop non-perishable goods off at Leadership Center, 2nd floor, student union
- Volunteer ASTATE – Campus Food Pantry available to all faculty, students, and staff
- When visiting the food pantry, one can receive a 3 day supply of groceries based on household size, foods like and foods available. One visit per week. Hours 1:30 – 5:30
 - Show ASTATE ID for eligibility. Information sheet asked to be filled out, but not mandatory.
- Everyone is welcome. Individuals can come one time or every week
- The Pantry is ran solely on donations. All donations accepted. Student government has provided equipment, shelving, etc.
- The ASTATE Pantry is now a member of Food Bank Northeast Arkansas and has opportunities to write grants to obtain more funding.
- Any amount of food or monetary donations are accepted.
- Holiday Bags – looking into asking organizations to provide one item in the Holiday Bags. Bags are basically enough for holiday meal without the meat. This is in addition to the weekly items given.
 - Would like to give out 75-100 holiday bags this year. The Greek organizations assist in putting the bags together.
- They are working on a promotion to have at the basketball games.
- Paper products (toilet paper, paper towels), detergent, toiletries, school supplies, etc. are always accepted.
- Moving in direction of having some frozen items and fresh fruit, etc.
- Located in old soccer building by SAC.
- Staff try to get everyone in and out quickly and anonymously. The Food Pantry is ran by students only.
- A fund has been set up with Torchbearers, one can donate through Torchbearers. Contact Tara Thomason if would like to change your allocation.
- At the end of the semester, usually in May. Encourage students to give what they have left either in food items or use their flex dollars in the campus store to purchase items to give.
- Drop off items at the information desk. Will get us back a total in pounds of how much was given.

- Suggested that Staff Senators bring a can a month (or \$1) to each meeting.

Senate Seat Replacement

- Judy Reed left in August to Faculty position. The next person in that category was Angela Daniels.

Senator Highlights – Emily Devereux

- Emily has sent out email requesting two pieces of information: What do you like most about your job at ASU and what is an interesting random fact about you. Please respond to Emily as soon as possible.

Report from the President:

Board of Trustees Reception

- History made, went well, thank you emails sent to all board of trustees and Dr. Welch. Dr. Damphousse was copied on thank you emails.
- Response from Dr. Welch read.
- Suggested to invite BOT members to our staff senate meetings. They were invited in the thank you notes.
- Also invited to participate in the DPA ceremony and hand out awards.

Annual Benefits Fair – November 2, 10 – 2

- Staff Senate has always participated. Ask for volunteers to help man the booth.
 - Robert Gordon, Rosemary Freer, Wendy Stotts, and Angela Daniels all volunteered to work the booth.
- Education Stipend Applications available at booth.
- Catastrophic Bank donation
- Food Drive – asked to have booth, Lori will send info.

SGOC committee

- If you cannot attend, **please send proxy (very important)**
- Changed the process – expedited process can now take up to 7 days, but can be turned around in a day or two.
- Staff representation is equal to faculty representation now. Has been 19 years in the making for Staff Senate to have equal representation.

Open Discussion:

Jeff Gulley will be taking the wooden signs back to the sign shop to be recycled

Sheet passed around for those needing Staff Senate Name Tags

Staff Senator needed to set on the Campus Climate Committee

Dr. Damphousse and Beth are honorary co-chairs for the United Way Campaign. Names were given for those contributing per department. More information to come on the campaign.

Announcements and Reminders:

Next meeting – Oct 18th, Board Room, Library 8th floor

Brad Phelps, System General Counsel will provide an update on Concealed to Carry

Flu Shot – Tuesday, Sept 26th, 8 – 4:30 in RWC.

Deanna Harris motion to adjourn, Timothy Cureton second

**Arkansas State University
Staff Senate Treasurer's Report
September 30, 2017**

<u>University E & G Accounts</u>		<u>Beginning Balance</u>	<u>Debit/Credit</u>	<u>Remaining</u>
Staff Senate 110000-120008-1630	Balance Forward	\$2,547.13	-	<u><u>\$2,547.13</u></u>
Santa's Wolves Agency Account 930002-390000-5000	Balance Forward	\$ 4,335.61		
	Employee Assistance	-	(504.94)	<u><u>\$3,830.67</u></u>
ASU Foundation Accounts				
Santa's Wolves 200067	Balance Forward	\$33,467.67		
	September Contributions		459.98	<u><u>\$33,927.65</u></u>
Staff Senate Discretionary 200069	Balance Forward	\$20,135.33		
			-	<u><u>\$20,135.33</u></u>
Staff Senate Educational Assistance 230139	Balance Forward	\$127.44		
	September Contributions		63.72	<u><u>\$191.16</u></u>