

Staff Senate Minutes

October 3, 2018

**CALL TO ORDER**

President Tammy Guarino called the Arkansas Tech Staff Senate meeting to order on Wednesday, October 3, 2018 at 10:00 am in Baz Tech 204.

**ROLLCALL Senators Present:**

Angie Bell Josh Carey Pam Cooper Pam Dixon

Andrea Eubanks Tammy Guarino James Higgs Chelsea Martin

Marvin Mashburn Michelle McMinn Clay Moore Lou Ann Reeves

Alexis Scrimshire Tera Simpson Hope Vilavanh Denise Wallis

Karissa Webb

**Senators Absent:**

Rachel Alexander Braxton Lay

**Visitor(s):**

Jayson Simmons – SGA President Kylie Duncan – Human Resources

Rebecca Lacava – Human Resources Johnette Moody – Faculty Senate President

Jennifer Thomas – Ozark Representative

The minutes from the September 5, 2018 meeting were distributed electronically and at the meeting. Senator Moore filed a motion to accept the minutes and Senator McMinn seconded the motion. The minutes were approved.

President Guarino introduced Human Resources representatives Kylie Duncan and Rebecca Lacava to the senate, and they gave a presentation to the Staff Senate about upcoming changes to employee insurance benefits. The insurance company the university is currently contracted with will raise health insurance rates by 24.2% and dental rates by 6.5%. Human Resources reports that a proposal for this increase to be absorbed in part by the university will go before the Executive Council and Board of Trustees. Human Resources will be hosting informational sessions prior to Open Enrollment for employees to learn more. Open enrollment is scheduled for November 5-16, 2018. Questions can be directed to Kylie Duncan or Rebecca Lacava in Human Resources.

President Guarino introduced Jayson Simmons, President of the Student Government Association. The Student Government Association has several initiatives this semester: Bird Scooter distribution and safety training, Annual Student Leadership Conference, Good Neighbor Program, Voter Registration Drives, Equitable Funding for the University. The Bird Scooters earn the Student Government Association $75 per day, which give back to the university in a fund to contribute to campus maintenance of roads and sidewalks.

President Guarino introduced Dr. Jonette Moody, President of the Faculty Senate. Dr. Moody shared that the Faculty Senate would like to communicate with and work together with the Staff Senate moving forward. The Faculty Senate have been discussing the following: Adjunct Support, Curriculum, ways to increase the odds for being selected for grants, Arkansas Governor’s School. Dr. Moody invited anyone who has questions for her as president of the Faculty Senate to email her at jmoody@atu.edu.

**Old Business:**

Green & Gold Hygiene Drive – President Guarino reported that the hygiene drive contributed 165lbs of supplies to the Green & Gold Cupboard. President Guarino discussed the possibility for another drive around Christmas, the topic was tabled until after Staff Senate elections.

President Guarino reported on the status of the parking hangtag question from the last meeting. Public Safety and Payroll have signed off on employees having the amount of their parking hangtag deducted from the paychecks monthly. Payroll is working out the details currently, more information to follow.

President Guarino informed the senate that Executive Council will review the proposal for Promotion and Hiring Internal Candidates amendment to the hiring process. Executive Council will review the proposal on October 10.

**New Business:**

President Guarino informed the Senate that elections are October 15-19, with nominations due by October 9.

President Guarino opened the floor for discussion of re-organizing Staff Senators based on the organizational restructuring of the university over the past few years. Senator Reeves provided research on the number of staff members now working in each division. The senate debated several options and voted on 1 Senator for every 20 staff members, resulting in the following layout:

A Senate comprised of 27 Senators representing the following:

Academic Affairs – 4 Senators

Academic Colleges – 4 Senators

Administration & Finance – 3 Senators

Advancement – 1 Senator

Enrollment Management – 2 Senators

Facilities Management – 5 Senators

President’s Office – 1 Senator

Student Affairs – 1 Senator

OIS/Technology – 2 Senators

Public Safety – 1 Senator

Residence Life – 1 Senator

Senators at Large – 2 Senators

Should no person be nominated from any of the listed areas, the senator position will become an At-Large position until the next election.

Senator Moore made a motion to approve this proposal. Senator McMinn seconded the motion. Motion was approved. President Guarino will present this proposal to Dr. Bowen and provide the Staff Senate with next steps regarding elections.

President Guarino updated the senate on the proposal for a Faculty/Staff Scholarship. The scholarship will be $500, reviewed by a committee on a case-by-case basis, open to Faculty, Staff, and dependents. The scholarship is set to be available in Spring 2019 via a PDF form on the ATU website. Senator McMinn made a motion to approve this version of the proposal. Senator Wallis seconded the motion. Motion was approved.

President Guarino recognized the outgoing senators at their last Staff Senate meeting and presented them with certificates to thank them for their hard work and dedication to the staff of Arkansas Tech University.

**Meeting Adjourned:**

Senator McMinn made a motion to adjourn the meeting at 12:03 pm. Senator Moore seconded the motion. Motion was approved.

**Next Meeting:**

November 7, 2018, @ 10:00 am in Baz Tech 204

Respectfully submitted,

Tera Simpson, Reporter