

STAFF SENATE

April 20, 2020

Meeting Minutes

CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Monday, April 20, 2020 at 10:00 a.m. via WebEx phone call.

ROLL CALL

Senators Present:

Jennifer Thomas
Erin Brickley
Alina House

Peter Clifton
Julie Schmalz

Senators Absent: None

MINUTES: The minutes from the March 9, 2020 Senate meeting were distributed. A motion to approve the minutes was made by Senator Brickley, seconded by Senator Schmalz, and all approved, motion carried.

NEW BUSINESS:

Russellville Staff Senate Meeting Minutes:

Motion to record the meeting to take minutes. Motion approved. Recording will be deleted after meeting.

- APERS Study Presentation by Laury Fiorello and David Blackburn.
- Strategic Plan for Internationalization and Global Education:
 - o Just an informational handout.
 - o Feedback if any needed by Friday.
- Budget Advisory Committee Update:
 - o Budget Cuts from the State for the future.
 - o Year End Fiscal budget is also cut.
 - o The committee has put out Onetech announcement that shares a link to the minutes and to the budget suggestion Box. This can be to suggest ways to reduce expenses or increase revenues.
 - o All departments are looking at their budgets and looking for ways to save.
 - o Questions about Reallocation of Staff: Ms. Hinkle- we may offer early retirement incentive. Instead of hiring new person we move someone from other part of campus into that position. This is a difficult process and there will definitely be discussions if this has to take place.

o Question- Is the budget cut in 20-21 going to be permanently? Ms. Hinkle- does not know the answer. The state revenues must be back to normal, and nobody knows when this will happen.

o 4 day work week- EC has talked a lot about this. EC has discussed that it may be very hard to work 10 hours a day at home, especially with those with children at home. There is not salary savings with this arrangement, but possibly utilities savings if a building is closed. Currently talking about summer hours. If you want a 4 day work week, put it in the suggestion box.

o Question- Utility savings happening right now? Ms. Hinkle- Yes, utility savings are being used to pay debt from Energy Phase 1. Its possible to save almost \$6,000.00/month when we close a building. EC is looking at the possibility of closing buildings by working remotely.

o Ms. Hinkle really appreciates the commitment of the Staff and this committee, and please put any suggestion in the suggestion box for Budget Advisory. Here is the link <https://bit.ly/2wAKG7k>

o Question: Is any money being pulled from the general fund to compensate? President Smith was not aware that a decision has been made on this issue at this time, but that the suggestion has come up.

o Next Budget Advisory is April 30th.

· Faculty Senate- Dr. Eshleman spoke on some items Faculty Senate are working on below:

o Priority is to maintain what we currently have. Including faculty and staff. Hold administrators to that promise. (submitted a memo to administration about this)

o Cannot save the University by cuts alone; you also must grow.

o Buy more from the State Surplus.

o Think of ways to increase enrollment.

o Try to stay emotional healthy in this distressing time.

· Insurance Committee:

o BCBS is looking at 22-25% increase.

o RFP closes next week on the 24th.

o Looking at annual physical incentive. Not penalized if you do not do it, but reward and incentive if you do have a physical. Save money by catching illnesses earlier.

o More information after the 24th.

o Question: What is the self-funding option? Answer: Look at how much spending on medical bills and how much bringing in and try to fund yourself. Wouldn't look much different to employees, but there would be no paying fees to the insurance company for their services. BCBS

charges around 18% for administrative services. This is not set in stone and has not been discussed fully.

o Question: Are there other institutions in the state self-funded? Answer: Yes, Stevens has said that there are others. No names given.

· Announcements: Faculty and Staff Well Being Zoom Meeting tonight at 5:00 PM. Just a chance to communicate with others and not feel so isolated. Link and Information posted in email.

· President Smith thanks everyone for all they are doing during this time. Please be patient with everyone. Please remember to support our coworkers the best we can. We are all in this together.

· Future meetings will be scheduled as normal on first Wednesday of every month 10:00-12:00

New Business

- **Birthday Cards:** Since we are off campus Senator House will be emailing staff birthday notifications until we are back on campus.
- **Employee Spotlight:** No new employee was selected for the month of May.
- **Open Forum:** Alternate Work Schedule is set to be implemented on both Russellville and Ozark Campuses starting May 11, 2020

OLD BUSINESS:

- **New Policy/Committees Update:** No update given
- **Staff Potlucks:** No new potlucks are schedule due to COVID-19
- **Staff Excellence Award:** Senator House will be emailing out nomination forms and accepting them on behalf of Staff Senate electronically.

ANNOUNCEMENTS:

- Staff Handbook is to be shared with all staff per Mr. Sikes that will filter through HR(Mitzi)
- November 9, 2021- November 10, 2021 Higher Learning Commission will be on site

ADJOURNMENT

Senator Schmalz motioned, Senator Thomas seconded, and all approve and motion carried to adjourn at 10:52 a.m.

Respectfully submitted,
Alina House, Secretary