

STAFF SENATE

Friday, February 1, 2019
Meeting Minutes

CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Friday, February 1, 2019 at 12:06 p.m. in Conference Room 137 in the Ozark Health Science and Wellness Building.

ROLL CALL

Senators Present:

Jennifer Thomas
Erin Brickley
Stacie Harden

David Spicer
Julie Schmalz

Ex-Officio Present:

Beverly Nehus

Senators Absent:

Mike Bogue

MINUTES: The minutes from the January 2019 meeting were disbursed. A motion to approve the minutes was made by Senator Schmalz and seconded by Senator Brickley, and all approved, motion carried.

NEW BUSINESS

- **Report from President's Communication Committee:** Senator Schmalz attended the meeting and reported back on the follow items:
 - **ATU Earns Military Friendly School Award** for the 2019-2020 year. The award was the result following compilation of data by ratings organization Victory Media.
 - **ATU renames the baseball field to Baswell Field.** The name change was approved by the board of Trustees. The name is in honor of Col. Carl Franklin Baswell. Baswell was in the graduating class of 1942.
 - **Niki Schwartz**-New policy for faculty/staff waivers have been updated and sent out to all faculty and staff.
 - **Dr. Bowen announced for Mary Gunter**- that they have received about sixty applications for the Vice President of Academic Affairs position. They will have around twelve applicants visit the campus. They are hoping to select a candidate by April.
 - **Carrie Phillips**- announced the Branding Studies are continuing on the Russellville Campus.
 - **Time out for Tech**-there were 1,681 students that were in attendance for time out for Tech that was two students shy of the record for most students attending.
 - **On Track Program Earns National Award**-The Arkansas Tech University Division of Student Affairs has received a 2018-19 National Association of

Student Personnel Administrators (NASPA) Excellence Award in recognition of its co-curricular learning initiatives for graduate students.

- **Title IV Annual Training**-Needs to be completed by all employees, the course takes around one hour to complete.
 - **ATU Executive Council Meets with Mayor**-Dr. Bowen met with the mayor and discussed the new entrance into Arkansas Tech-they would like the entrance to be north of Tucker Coliseum. There is currently no turn lane available. They are currently working with the city to access their options.
 - **Guest Art Exhibits to Debut at ATU Museum**- The Arkansas Tech University Museum will unveil two new exhibits during a grand opening reception from 3-5 p.m. on Thursday, Jan. 31.
 - **Mr. Sikes**- FFA Regional Competition will be held at the Ozark Campus February 1st. Also announced Ozark Campus will be hosting around four hundred fifty academy students on Monday, Tuesday, and Wednesday February 4th through the 6th.
 - **Dr. Bowen**-announced they are currently in the process of developing a Student Union Recreation Center for students. This could be three years down the road with their current plan. Another option for the center would be Hull Building/fill in the pool with a floor, could also be used for events as well. It would take at least one million to renovate. It is about 9,000 sq. feet.
 - **Commercial Airing**-During the superbowl on February 3, 2019 there will be a new commercial airing between 7pm to 7:15pm (depending on game schedule) for Arkansas Tech University.
- **Report from Russellville Staff Senate:** The Russellville Staff Senate meeting had not occurred therefore no report was given.
 - **Birthday Cards:** Birthday cards were unavailable for the meeting. President Spicer will bring the cards to be signed to each senator individually.
 - **Employee of the Month:** Bethany Lucius was drawn as the March 2019 Employee of the Month.
 - **2019 Staff Professional Excellence Award:** The senate was provided with the Staff Professional Excellence Nomination form, nomination guidelines, and the scoring rubric. The following discussions occurred on this topic.
 - Update starting and ending dates pertaining to the current year.
 - Change voting to staff senate members as well as previous winners of the award.
 - Update nomination document to match Service Excellence criteria. Make sure all updated documents match, and an older version is not being used.
 - Senate members were asked if the nominees should remain anonymous. The general consensus of the Senate was for all nominees to remain anonymous.
 - Senate members were asked if the nomination form needed to be changed due to the nominees being nominated on another employees writing abilities. Senate members voiced concerns of how this could be a problem, but did not have a better resolution at this time.

Senator Harden agreed to update all forms, and relay back to the Senate at the next meeting.

OLD BUSINESS

- **Ozark position on Russellville Staff Senate-** Dr. Bowen approved the request from the Ozark Senate and Chancellor Sikes. Dr. Bowen forwarded on the request to the Russellville Staff Senate. An update will follow as available.
- **Staff Senate By-laws Amendments:** The Senate discussed changes to the by-laws including the following:
 - Article I, Section 3: Tie- Change “term of service” to “tenure.”
 - Article II, Section 1, Position #1- remove “excluding Maintenance staff” and replace with “and Computer Services”
 - Article II, Section 1, Position #2- remove “Fiscal Affairs” leaving just “Maintenance”
 - Article II, Section 2- add to the end of the sentence, “unless elected in the at large position”
 - Article III, Section 1, Paragraph A- Add “Represent Staff Senate at Commencement Ceremony” to the President’s duties.
 - Article III, Section 1, Paragraph C- Remove “Helps maintain Senate website” from Secretary’s duties and replace with “Submits approved minutes for publication to Public Relations.”
 - Article IV, Meetings, Section 1- Add another sentence to the end. “In event of lack of quorum, another date and time will be scheduled.”

President Spicer will update the document and e-mail to Senate members.

- **Bike Rack Update:** Facilities Maintenance and Chancellor Sikes have met and a decision for one of the bike racks has been confirmed. Installation will begin on Monday, February 4, 2019. An update on the second bike rack will be given as available.
- **Staff Professional Development:** There is no new update at this time.
- **Staff Potlucks:** The next Staff Senate Potluck is tentatively scheduled for March 29th at 8:00 a.m.

ANNOUNCEMENTS

- Leadership Tech Nominations for the 4th Cohort will be open soon for the 2 year program.

GOOD AND WELFARE

The Staff Senate monthly meeting is presently scheduled for Friday, March, 1 2019 at 9:00 AM.

ADJOURNMENT

Senator Harden motioned, Senator Schmalz seconded, and all approved and motion carried to adjourn at 12:56 p.m.

Respectfully submitted,
Jennifer Thomas, Secretary