

STAFF SENATE

Friday, February 3, 2017
Meeting Minutes

CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Friday, February 3, 2017 at 9:00 a.m. in Conference Room 137 in the Ozark Health Science and Wellness Building.

ROLL CALL

Senators Present:

Sandra Anderson
Stacie Harden
David Spicer

Peter Clifton
Laura Rudolph

Senators Absent:

Jennifer Thomas

Ex-Officio Present:

Beverly Nehus

MINUTES: The minutes from the December 2, 2016 Senate meeting were distributed. A motion to approve the minutes was made by Senator Harden, seconded by Senator Spicer, and all approved, motion carried.

CHANCELLOR'S ADDRESS

- Chancellor Sikes gave the Staff Senate members an update on events and forecasts upcoming for the University:
 - **Budget** – Mr. Sikes informed the Senate that budget preparations were underway and the Department Chairs were meeting with members of Fiscal Affairs to prepare a budget that will be submitted in late March to the Russellville campus. There are some concerns to preparing the budget with enrollment slightly down, as Spring last year we had 1737 students and this year we have 1707, along with anxiety over whether or not the Governor will ask for budget cuts as well. Mr. Sikes said there was talk of the legislators establishing a funding model for higher education schools to adhere to, however if it is established, no school would gain or lose more than 2% of their funding.
 - **Enrollment** - It was reported that enrollment for Fall 2017 is expected to be up. We will be working together to as a campus to increase our retention rates. Examples on improving retention rates were: the Success Lab, Mentors, Scholarships, Support Systems, merit and needs based resources. We will need to implement a plan of action before going forward in determining where we need to be.
 - **Strategic Planning** – The Strategic Planning initiatives include, but not limited to: CUPA, technology, faculty/staff, academic programs, retention, and community outreach.
 - **Technology Monies** – We may be looking across campus at our technology funds to save money by reviewing software, Blackboard, ARON, and internet access and etc.
 - **Technology Fees** – While technology fees typically are increased every five years, but it may be revisited this year.

- **Positions** – Positions will not grow and funding for positions will not grow across the University. Salaries for Classified positions are being looked at by the Office of Personnel Management in Little Rock. They are looking at restructuring titles and classifications across the state. In doing this, they will be looking to ensure that employee duties match classifications. Eventually our job descriptions will meet employee duties. Mr. Sikes stated he would keep us abreast of the progress along the way.
- **Energy Savings** – Mr. Sikes asked Maintenance to provide options and recommendations for operating more efficiently, something that could be incorporated into a long range plan.
- **Staff Senate Representative** – Mr. Sikes asked for a Staff Senate representative to be selected to represent us during upcoming planning sessions. Mr. Peter Clifton was selected.

OLD BUSINESS

- **Staff Professional Development Update:** President Rudolph informed the senate members of all professional development options that were sent to Chancellor Sikes for approval. Chancellor Sikes agreed to allow the True Colors program be delivered to the staff as a whole, but the program will need to be arranged after graduation. Mr. Sikes will visit with the Chief Officers and let us know a good date to set the training.
- **Angel Tree Ideas Participation Update:** Senator Harden updated the Senate on the angel tree project. The project was providing for needy residents at the Ozark Nursing Home. Senator Harden informed the senate that participation by the campus has been very good for the needy residents chosen. It was successful enough to consider the same project for next year.
- **Holiday Helpers Update:** President Rudolph informed the Senate that Holiday Helper program was also a success and approximately 15 employees participated.

NEW BUSINESS

- **Birthday Cards** were presented for February Staff Birthdays to be signed and delivered.
- **Report from Russellville Staff Senate:** Secretary Thomas was out on maternity leave and Senator Harden reported there were concerns pertaining to insurance tiers and it still being considered. It was announced that the position for Human Resources Director should be announced soon.
- **Employee of the Month-** Ms. Faith Johnson name was drawn as the March Employee of the Month.

GOOD AND WELFARE

Next meeting is presently scheduled for Friday, March 3, 2017 at 9:00 AM in the Ozark Health Science and Wellness Building Conference Room 137.

ADJOURNMENT

Senator Spicer motioned, Senator Clifton seconded, and motion carried.

Respectfully submitted,
Laura Rudolph, President