

STAFF SENATE

October 15, 2020

Meeting Minutes

CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Thursday, October 15, 2020 at 2:30 p.m. via WebEx Meeting.

ROLL CALL

Senators Present:

Jennifer Thomas
Erin Brickley
Alina House

Shirley Bonner
Bethany Lucius
Jimmy Martin

Senators Absent: None

Visitors: None

MINUTES: The minutes from the August 25, 2020 Senate meeting were distributed. A motion to approve the minutes was made by Senator Brickley, seconded by Senator Lucius, and all approved, motion carried.

NEW BUSINESS:

- **Notes from Russellville Staff Senate Meeting September 2, 2020**

New Business:

- **Dr. Birkner updates:**
 - Early Retirement program. Announcements have gone out, there will be more meetings in the future.
 - Hull and Williamson Update- Hull is very near the end. 17,500 Sq. foot renovation. Floor coverings are not in yet. Should be complete by early October. Furnishings have not come in yet. Williamson phase one is complete. Phase two which is reconstruction is now being advertised for bids. Board should approve the contract in October. Completion date would be August 2021.
- **Committee Updates:**
 - Presidents Communication Report- Items discussed noted below:
 - Walt Branson, Interim VP Admin and Finance
 - Early Retirement- No ATU employee can advise on retirement. This avoids a conflict of interest.
 - HLC- November 9th and 10th. Final draft available for a two-week review.
 - COVID Testing- Available for Faculty, Staff, and Student in Health and Wellness. There is a 48-hour turnaround for results.
 - Service Excellence is still happening. Be sure to recognize those who have done well.

- Budget Advisory- No update
 - Scholarship- No update
 - Welfare Committee/ Green and Gold Cupboard- No Update
 - Insurance- No update.
 - IT Prioritization and Impact- Items discussed are below:
 - 65% phones are moved over to VOIP
 - ATU has high confidence in its technology and the ability to work remotely.
 - Concerns at the moment are security. Such as documents on flash drives, e-signature, and home devices. Basically, information being used off campus.
 - University Communication Working Group- No update
 - Space and Utilization Committee- No update.
 - Staff Awards- No update.
 - Institutional Effectiveness Committee- Comments received and submitted will be compiled and put into a report but EC has not acted on any of the suggestions.
- **New Business**
 - Elections:
 - Coming up soon. Will move Admin and Finance to at large positions.
- **Old Business**
 - Daily Health Screenings- Any problems?
 - Asked to take temperature, but no place to put your temperature.
 - Will see if they can add a spot to record temperatures.
 - Staff Senate Survey- Leaving this on the agenda so it is revisited
 - Will Research timelines and other info.
- **Open Forum:** The senate floor was open to any new discussions:
 - Staff member asked why we have not received a raise yet. They were told it was being looked at by the BOT.
 - Dr. Birkner does not believe raises were part of the budget. There may be minimum wage increases and faculty promotions. Needs more information on particular staff member.
 - Faculty/Staff Senate- Faculty Senate is revisiting the tuition waiver policy. The items discussed are below
 - If you fail or audit you have to pay back the money.
 - This discourages members of using the benefit because of the fear of having to pay back money.
 - Change this to something non-monetary.
 - There is no appeals request. Faculty already has an appeals committee, but Staff does not so this may be something the Staff Senate will want to revisit.
 - Need volunteers from Staff Senate to help with this issue.

Next Meeting:

October 7, 2020, 10:00 -12:00 on Webex.

Notes from Presidents Communication Committee Meeting September 29, 2020

Dr. Johnson:

- **HLC Update-** Argument due October 9th
 - Please keep November 9th and 10th open on calendars.

COVID Update

- **Mass Testing on Campus**
 - This was for the ATU Community. Conducted 327 test. Results in 2-3 days.
 - Negative- Text message
 - Positive- Phone Call
 - Data specific to ATU will help with decisions in future.

Homecoming

- **Three events**
 - Alumni Golf Tournament
 - Virtual 5K
 - Virtual Tailgate and game.
- **Other items.**
 - Added a King to the homecoming process.
 - Almost 4,000 participants FBOOK and 2,900 Instagram to view the court nominees be announced.
 - 9:30 PM the vote went live until Thursday at 11:59.
 - Tech's got talent.
 - Many activities with the Student Activities Board.

Dr. Bedsole

- **Enrollment Numbers**
 - UG- -7.1%- planned for -7.5%
 - GR- -11.2% planned for -10%
 - International- 30.8%- planned for -50%
 - Ozark- +1.1%

Sam Strasner

- **University Calendar**
 - Tasks was to create a functional centralized calendar.
 - OU Campus will be rolling out a new calendar option. Will be looking at this option for possibility of usage.

Tammy Weaver

- Fall Graduation will be virtual.

Kristy Davis

- Flu Vaccine clinic for students is in the works. Probably happen in October.

Christina Stolarz-HR

- Flu vaccine clinic for faculty and staff is in the works as well.

- Open Enrollment is coming up. Should be getting dates in the next couple of weeks

Abby Davis

- Thanked everyone for all of their help and support during the COVID breakout with the athletes.

Kevin Solomon

- Still trying to register students to vote.
- Voter Education will start next week.

Walter Branson-Budget update

- Please take time to look at the budget forms that were shared.
- Asked everyone to go the process of looking at their own programs.
- Open forum for budget updates is available.

Notes from Russellville Staff Senate Meeting October 7, 2020

New Business:

- **Dr. Birkner updates:**
 - November 1st- Tentative opening date for Student Union- Hull.
 - Williamson-Bids open for Phase 2. Received bid and will go to BOT for approved.
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- **Committee Updates:**
 - Presidents Communication Report- See attached report from September
 - Budget Advisory
 - Looking at University wide budget techniques.
 - Assisting with Year 22 Budget and a 5-year budget plan.
 - Working on avoiding future shortfalls.
 - Committee members are being restructured- Some may be added and removed.
 - Strategic plan will be extended for 6 years instead of the 5.
 - Students remain the most important factor for ATU.
 - ATU is beginning a restructure process.
 - Scholarship- No update
 - Welfare Committee/ Green and Gold Cupboard- No Update
 - Insurance- No update.
 - IT Prioritization and Impact- No update.
 - University Communication Working Group- No update
 - Space and Utilization Committee- No update.
 - Staff Awards- No update.
 - Institutional Effectiveness Committee- No update.

- **New Business**
 - Elections- 8 open positions.
 - New Senators will join the November 4th meeting.
- **Old Business**
 - Staff Senate Survey- Possibly send out in February 2021.
- **Open Forum:** The senate floor was open to any new discussions:
 - No new items mentioned.

Next Meeting:

November 4, 2020, 10:00 -12:00 on Webex.

New Business for Ozark Campus:

- **Welcoming New Members**
- **Voting of Officers- Shirley Bonner-President, Bethany Lucius-Vice President, Alina House-remaining Secretary**
- **Employee Spotlight:** Mitzi Reano was chosen as Employee Spotlight for November.
- **Open Forum:** Senator Bonner spoke about pumpkin decorating contest between different programs staff, students, and faculty during the week of Halloween.

ANNOUNCEMENTS:

- Next Meeting is November 6, 2020 at 9:00 am.
- November 9, 2021- November 10, 2021 Higher Learning Commission will be on site

ADJOURNMENT

Senator Lucius motioned, Senator Thomas seconded, and all approve, and motion carried to adjourn at 3:35 pm.

Respectfully submitted,
Alina House, Secretary