

# STAFF SENATE

Friday, December 1, 2017  
*Meeting Minutes*

## CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Friday, December 1, 2017 at 9:07 a.m. in the Student Services Conference Room in the Student Services Building.

## ROLL CALL

### Senators Present:

Jennifer Thomas  
Peter Clifton  
Julie Schmalz

David Spicer  
Mike Bogue

### Senators Absent:

Stacie Harden

### Ex-Officio Absent:

Beverly Nehus

**MINUTES:** The minutes from the November 2017 Senate meeting were distributed. A motion to approve the minutes with amendments was made by Senator Clifton seconded by Senator Schmalz, and all approved, motion carried.

## NEW BUSINESS

- **Report from President's Communication Committee:** President Spicer provided a report on the following topics:
  - ATU Football team attending bowl game against Pittsburg State on December 2, 2017
  - Alumni will be serving breakfast during finals.
  - ATU Choir "Feast of Carols" will take place on December 3 at the Methodist Church in Russellville.
  - Beginning in January the Ross Pendergraft Microfilm room will be converted into a multi-purpose room.
  - Ad Astra, a scheduling software, will go live in January. This will be used to schedule rooms for events and classes.
  - MARCOMM will start having marketing workshops every Friday.
  - Kevin Solomon was named Interim Associate Dean of Resident Life.
  - Aubrey Holt was named Interim Dean of Campus Life.
  - Dr. Blake Bledsoe was named Vice President of Enrollment Management. He will visit the Russellville campus on December 13th, 14th, and 15<sup>th</sup>.
  - Tech on Tour is still taking place. The most recent stops have been Fayetteville, Fort Smith, Russellville, and Little Rock.
  
- **Report from Russellville Staff Senate:** The Russellville Staff Senate meeting had not occurred therefore Secretary Thomas did not provide a report.
  
- **Birthday Cards:** Cards were presented for January Staff Birthdays to be signed and delivered.

- **Employee of the Month:** John Gwatney was drawn as the January Employee of the Month.

## **OLD BUSINESS**

- **Ozark Campus Food Pantry:** President Spicer talked to Dr. Huss briefly and mentioned a meeting. Dr. Huss believed a meeting would be a good idea, but to have all stakeholders present at the meeting. President Spicer mentioned he believed the following people should be in attendance: Staff Senate Members or a representative from the Senate, Mr. Sikes, Dr. Murders, Mr. Harris, Ms. Sandra Anderson, a SGA representative, and a Faculty Senate representative. President Spicer will ask Dr. Huss for his available dates and send out an e-mail to all parties to schedule a meeting.
- **Staff Professional Development:** President Spicer read an email from Ex-Officio Nehus who received available dates from Dr. Mott to schedule a professional development session. The dates were January 26, 2018 or February 23, 2018. February 23, 2018 was picked as the best date and will be relayed to Ex-officio Nehus to move forward with scheduling.
- **Staff Potlucks:** The next Staff Senate Potluck has not been scheduled at this time, but Ex-Officio Nehus is working on a date in December. An e-mail will be sent ASAP.
- **Staff Senate Service Excellence Award Criteria:** Senator Harden provided an updated nomination form draft copy for the Senate to look over. President Spicer suggested Mike Bogue's name be replaced with "Coordinator of Student Success" in case of vacancies in the position. Senate members will decide on dates to send out the form and other information to staff members at the January meeting.

## **GOOD AND WELFARE**

The Staff Senate monthly meeting is presently scheduled for January 8, 2017 at 9:00 AM in the Ozark Health Science and Wellness Building Conference Room 137.

## **ADJOURNMENT**

Senator Schmalz motioned, Senator Bogue seconded, and all approve and motion carried to adjourn at 9:47 a.m.

Respectfully submitted,  
Jennifer Thomas, Secretary