Staff Senate Minutes

June 4, 2020

**CALL TO ORDER**

President Charity Smith called the Arkansas Tech University Staff Senate meeting to order on Thursday, June 4, 2020 at 10:02 am in Webex virtual online meeting.

**ROLL CALL Senators Present:**

**Senators Absent:**

Kelli Bates Kaitlin Ennis Shelly Handley Belinda Martin

Alan Parsons Chris Person Brittany Reves

**Visitor(s):**

Dr. David Eshelman Jennifer Thomas

**Approval of Previous Minutes**

The minutes from the March , 2020 meeting were distributed electronically prior to the meeting. Senator Crouch filed a motion to accept the minutes and record the meeting virtually. Senator Eubanks seconded the motion. The minutes were approved by Senate vote.

The minutes from the May , 2020 meeting were distributed electronically prior to the meeting. Senator Bell filed a motion to accept the minutes and record the meeting virtually. Senator Williams seconded the motion. The minutes were approved by Senate vote.

**Special Report**

**Committee Reports**

* **President’s Communication –** President Smith stated communication going out via OneTech, nothing new since last month.
* **Budget Advisory –** President Smith stated minutes sent out to Senators today, no questions during Staff Senate. Next meeting has been cancelled. June was the meeting the proposal was to go to President Bowen and then to Executive Council.
* **Scholarship –** No report
* **University Strategic Planning –** No report
* **Insurance Committee –** Senator Bell had no updates. Meeting has not taken place, no date for next meeting. Waiting to hear detailed information from presentation (Stephens Group) to Ms. Hinkle. No recommendation has been made to remove Stephens Group at this time. If we shift to insuring ourselves, Stephens Group would stay on to help Human Resources to assist. If we do not self-insure, then the committee will review the need to retain Stephens Group further.
* **IT Prioritization and Impact** – No report
* **University Communication Working Group –Campus Space and Utilization –** No report
* **Green and Gold Cupboard –** No report
* **Staff Awards –** President Smith will send out a committee meeting invitation this week. Will be looking at what information we already have and how we want to move forward.

**Old Business**

*Special Election -Administration and Finance Senator*

**New Business**

*Staff Senate Survey*

President Smith stated in previous meetings a discussion was brought up to look over questions that should stay, add, or be removed from the survey. This would be feedback from fellow staff members to find areas to approve. Timing needs to be considered, now while working from home or sending out when we return to campus in August. Senator Eubanks suggested keeping all the original questions. However, she suggests removing questions that no longer need to be asked, staff picnic, since we did not host the event this year. Senator Eubanks also suggests adding working from home feedback information. President Smith agrees that information about working from home would be beneficial for future changes, feelings and the resources needed. Senator Rogers stated the timeline for when we send out the survey needs to stay consistent, but there may be need a need to postpone the summer survey. President Smith explained that due to COVID-19, it would be smart to consider sending out survey during the summer to include the questions regarding working from home, how that could be better, and what was done right.

*COVID-19 Recovery*

President Smith sent the attachment in an email today.

**Open Forum**

**Announcements**

**Meeting Adjourned**

Senator Bishop filed a motion to adjourn the meeting. Senator Crouch seconded the motion. The Senate voted to adjourn the meeting at 11:07am.

**Next Meeting**

July , 2020 @ 10:00 am in Webex virtual online meeting.

Respectfully submitted,

Karissa Webb, Secretary