

## **STAFF SENATE**

**Wednesday, December 2, 2016  
Meeting Minutes**

### **CALL TO ORDER**

President Collins called the Tech Staff Senate to order on Wednesday, December 2, 2015 at 10:00 a.m. in Room 202 of Baswell Techionery.

### **ROLL CALL**

#### **Senators Present:**

Sandra Anderson  
Brandi Collins  
Pam Cooper  
Shawna Davis  
Rhonda Fleming  
Brittany Flippo  
Lindelle Fraser  
Amanda Handley  
Tiffany Henry  
James Higgs

Margie Link  
Annie McNeely  
Jeff Mumert  
Jeff Nichols  
Julia Pope  
Lindsey Riedmueller  
Ryan Taylor  
Roger Trusty  
Bettye Williamson

#### **Senators Absent:**

Danny Jones

The minutes from the meeting held on Wednesday, November 4, 2015 were distributed electronically and approved as written on December 2, 2015.

#### **Visitor(s):**

Annette Stuckey

### **OLD BUSINESS**

Julia Pope introduced our guest speaker from the Faculty Welfare Committee, Annette Stuckey. Ms. Stuckey shared a brief overview of the committee's grievance submission and investigation policies with the staff senate. Various senators asked questions concerning protocol and measures to ensure confidentiality. After the question and answer session, President Collins thanked Annette for speaking with us and requested the senators poll constituents to determine if a committee separate from the staff senate should be formed to review and investigate grievances that are confidential in nature.

President Collins provided the senate with an update on staff evaluations. She shared highlights from her recent conversation with Brooke Southard, Interim Director of Human Resources. According to Brooke, an independent consultant will be visiting in January to review current evaluation protocol. During this discussion, President Collins brought forward the need for supervisor evaluations, as this component would bring balance and fairness to the evaluation process.

### **NEW BUSINESS**

President Collins has been advised an outside consultant will be visiting in the near future to evaluate departmental processes for efficiency and compliance with applicable state and federal laws.

Senator Lindelle Fraser presented an informal proposal on adopting a semi-monthly payroll schedule. Hard copies of the proposal and an example of payment and leave scheduling at a peer institution were distributed at the meeting. President Collins offered to distribute electronic copies of the proposal and peer institution example to senators after the meeting. President Collins recommended the senate poll staff members to ascertain the overall level of support for the proposal. If there is significant interest, the senate will discuss partnering with appropriate personnel to draft a formal proposal for the executive council.

### **GENERAL ANNOUNCEMENTS**

President Collins shared an overview of the results from the Daycare Survey. The survey was available online for one week and the response rate was encouraging. Over 1,100 students, faculty, and staff viewed the survey and approximately 975 completed the survey. President Collins will send the data to senators in the near future. She plans to share the data with Dr. Bowen by the end of this week.

The new Inclement Weather Policy was passed by executive council and is pending board approval. If inclement weather occurs before board approval, the new policy will be followed.\*\*

The Staff Handbook is under review for updates.

VPAA candidate, Dr. James Ermatinger, visited campus November 30 – December 2. Seven members of the staff senate met with him on December 2 to ask questions and discuss his vision for the VPAA role.

**\*\*Correction:** After the meeting, Brooke Southard informed President Collins that the inclement weather policy did not need board approval. Communication about the policy will be issued soon.

VPAA candidate, Dr. Mohamed Abdelrahman, will be visiting campus Thursday December 3-4. He will meet with staff senate members on December 4. VPAA candidate, Dr. Russell Porter, will visit campus December 8-9 and he will meet with staff senate members on December 9. To view the schedule for interaction opportunities with the remaining candidates, please visit the ATU website at

<http://www.arkansastechnews.com/university/meet-the-vp-for-academic-affairs-finalists/>. If you have any questions for these candidates, please visit the campus-wide open forum(s) or contact your senator.

### **GOOD AND WELFARE**

Our next regular meeting will be Wednesday, January 6<sup>th</sup> at 10:00am in Baswell Techionery room 202.

### **ADJOURNMENT**

The meeting was adjourned at 11:08 a.m. by President Collins.

Respectfully submitted,

Lindelle Fraser, Secretary

