

Staff Senate Minutes

October 2, 2019

**CALL TO ORDER**

President Lou Ann Reeves called the Arkansas Tech Staff Senate meeting to order on Wednesday, October 2, 2019 at 10:00 am in Doc Bryan Student Services Center 108.

**ROLLCALL Senators Present:**

Kelli Bates Angela Bell Michelle Bishop Josh Carey

Pam Dixon Brandi Duvall Andrea Eubanks Belinda Martin

Marvin Mashburn Chris Pearson Lou Ann Reeves Tera Simpson

Charity Smith Hope Vilavanh Denise Wallis Karissa Webb

**Senators Absent:**

Braxton Lay Michelle McMinn

**Visitor(s):**

Dr. David Eshelman Thomas Pennington Rachel Broussard Alicia Williams

**Approval of Previous Minutes**

The minutes from the September 4, 2019 meeting were distributed at the meeting. Senator Eubanks filed a motion to accept the minutes. Senator Dixon seconded the motion. The minutes were approved by a Senate vote.

**Special Report**

Mr. Thomas Pennington appeared before the Senate to present the final draft of the Staff Handbook to a vote by the Senate. Senator Eubanks filed a motion to approve the Staff Handbook. Senator Dixon seconded the motion. The Senate voted unanimously to approve the motion. Mr. Pennington thanked the Handbook Subcommittee for their help and notified the Senate that the Staff handbook will now go before the Board of Trustees at their October meeting as an informational item. They will then have the option to approve the handbook then or review it until the December meeting. Mr. Pennington also notified the Senate that the Free Expression policy that was approve by the Senate at the September meeting will also go before the Board at the October meeting.

**Committee Reports**

* **Official Function Committee** – No Report
* **Insurance Committee** –
  + Senator Carey reported that in 2020 wellness visits can result in discounts on individual insurance rate and that there is a possibility of another tier being added into the salary levels.
* **Scholarship Committee** – No Report
* **Awards Committee** 
  + Senator Webb filed a motion to disband this committee. Senator Duvall seconded the motion and the Senate voted unanimously to approve the motion.
* **Elections Committee**
  + President Reeves discussed the benefits of making this committee a permanent committee within the Staff Senate so that each year the Senate does not have to start all over again with election preparation. President Reeves tabled a vote on this item until the November Staff Senate meeting.
* **Constitution & Bylaws Committee**
  + President Reeves recommended that the 2020 Staff Senate not move forward with the constitutional amendment that was in put in progress by the 2019 Staff Senate. Senator Eubanks filed a motion to table further discussion until the November meeting of the Staff Senate. Senator Vilavanh seconded the motion and the Senate voted unanimously to approve the motion.
* **Staff Handbook Committee** 
  + The Staff Handbook final draft was voted on by the Senate at an earlier point in the meeting.
* **Medical Marijuana Committee** 
  + Senator Smith filed a motion to disband this committee. Senator Bishop seconded the motion and the Senate voted unanimously to approve the motion.
* **Free Speech Committee** 
  + The committee has completed the work it was charged with and was disbanded by University Counsel.

**Old Business**

*Elections*

Staff Senate elections will take place September 30 – October 4. Academic Affairs is the only division that will vote for their senators because all other areas have senators running unopposed. Public announcement of the new senators will take place the week following elections. New senators will assume office at the Staff Senate meeting for November.

*Energy Policy*

President Reeves distributed the proposed campus-wide Energy Policy to the Senate for review at the September meeting. After allowing the Senate to review the policy, President Reeves opened the floor for discussion of the proposed policy. The Senate determined that the policy was difficult to review due to unclear wording. After discussion, Senator Simpson filed a motion that the Energy Policy be returned to the originating department with the recommendation that a committee be formed with representation from faculty, staff, and student governing bodies along with campus energy professionals and FAMA to edit this policy for clarity and specificity. Senator Webb seconded the motion and the Senate voted unanimously to approve the motion.

**New Business:**

*Year in Review*

President Reeves gave a report regarding the work the Staff Senate had done for the 2019 senate term.

* Policy – The Ethics Policy was approved by the Board of Trustees on May 16, 2019
* Internal Senate Action –
  + The campus-wide staff survey was completed and the results distributed
  + The Staff Senate representation was increased to 21 to account for an increase in staff. Official representation was added for the Division of Enrollment Management.
  + President Bowen named Bernadette Hinkle the Staff Senate Liaison for the Executive Council
* ATU Community –
  + The ATU community donated a total of 619 pounds of food to the Green and Gold Cupboard as a result of two Staff Senate food drives for 2019
  + The Staff Senate provided clothes and toys for two children via the Angel Tree program
  + The sidewalk paving between Caraway and Brown Halls was completed
* Events
  + The Staff Senate and Executive Council hosted the 2nd Annual Staff Cookout at Tucker Coliseum

**Open Forum**

Senator Duvall reported that staff in her area would like to know more about the work being done by the Leadership Tech group doing research into flex hours. The Staff Senate recommended that a representative for that group attend the December meeting of the Staff Senate to report on their progress.

**Announcements**

Senator Smith announced that the FAFSA is now open for students.

**Meeting Adjourned:**

Senator Smith filed a motion to adjourn the meeting. Senator Bishop seconded the motion. The Senate voted to adjourn the meeting at 11:00 am.

**Next Meeting:**

November 6, 2019, @ 10:00 am in Doc Bryan 180

Respectfully submitted,

Tera Simpson, Secretary