



STAFF SENATE

Wednesday, April 6, 2016
Meeting Minutes

CALL TO ORDER

The Tech Staff Senate was called to order by President Collins on Wednesday, April 6, 2016 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
Julia Pope
Ryan Taylor
Roger Trusty
Bettye Williamson

Senators Absent:

Danny Jones
Jeff Nichols
Lindsey Riedmueller

Visitor(s):

Jennifer Thomas

On April 6, 2016, the minutes from the March 2, 2016 meeting were distributed electronically and approved as corrected.

OLD BUSINESS

Communication Feedback

Senators shared feedback from constituents concerning campus-wide communications. Among the ideas shared were monthly newsletters, digital signage, and/or designating staff to disseminate information in each department. Senator Taylor shared plans University Relations has to roll out television sequences for monitors within common areas for various departments across campus. Individual departments will be able to select the content and University Relations will design the playlists. Senator Williamson recommended better placement of the monitors in the Physical Plant area. Senator Fleming asked about the possibility of providing computer kiosks in convenient locations for staff without regular computer access.



OLD BUSINESS (continued)

Senators Williamson, Handley, and Anderson reported the computers in the Physical Plant have technical issues that prevent staff from checking email and accessing OneTech. The senators representing the Physical Plant will report the issues to the Office of Information Systems. In addition to access, time constraints also prevent many staff members at the Physical Plant from checking online announcements at work. The senators agreed all staff members should be given time to review announcements.

Pay Schedule

Per President Collins, Brooke Southard, Interim Director for Human Services and Payroll, is reviewing the proposal and working on a solution. Brooke suggested offering employees two lifetime changes in lieu of annual election. The senators deemed this a reasonable compromise.

TIAA-Cref Changes

No new information is available at this time.

NEW BUSINESS

Video Phone Policy

President Collins shared information about the new videophone systems that will soon be installed campus-wide. Currently, to the best of her knowledge, some departments on campus require the video shutter to be open and facing the employee at all times. Many senators expressed concerns over potential safety and privacy issues. In addition, the question was brought forward as to whether or not mandatory, constant video access for all departments truly provides a better customer service experience. The senators feel employees should have the option of closing the shutter and/or scheduling times for videophone meetings. President Collins will address these concerns with the Office of Information Systems and the administration.

Mileage Reimbursement

The senate received a complaint concerning mileage reimbursement. After brief discussion, the general consensus was providing documentation of actual mileage from a reputable service such as MapQuest, using the official mileage chart for the State of Arkansas, and/or a memorandum should resolve any disputed mileage issues. The group agreed a memorandum was necessary in the event of any irregularities in travel. This item is now closed.



**ARKANSAS TECH
UNIVERSITY**

ANNOUNCEMENTS

The senators were advised to share information concerning the open forums for the VP for Administration and Finance candidates. The forums will be held from 3:30 until 4:30 pm in the Doc Bryan Lecture Hall on the following dates:

Andrew J. Burke, April 6, 2016

Jane E. Johansen, April 12, 2016

Bernadette Hinkle, April 14, 2016

Dr. Cornelius Wooten, April 18, 2016

GOOD AND WELFARE

Our next regular meeting will be Wednesday, May 4, 2016 at 10:00 a.m. in Baswell Techionery, Room 202.

ADJOURNMENT

The meeting was adjourned at 10:47 a.m. by President Collins.

Respectfully submitted,

Lindelle Fraser, Secretary

