

STAFF SENATE MEETING AGENDA
Wednesday, February 17, 2016 2:00 pm
Dean B. Ellis Library Boardroom

1. Call to Order
2. Roll Call
3. Routine Business
 - a. Meeting minutes
 - b. Treasurers report
3. Old Business
 - a. Bylaws: Addition to Vice President duties
4. New Business
 - a. Coach Z, Athletics
 - b. Election Update
 - c. Staff Picnic Update
 - d. Staff Awards
 - e. Article 1.7 of Amendments
5. Report from the President
 - a. Food Pantry Update
6. Open discussion
7. Announcements and Reminders

Arkansas State University

Staff Senate Meeting

January 20, 2016

The Arkansas State University Staff Senate met on Wednesday, January 20, 2016 in the library Boardroom (8th floor) on the ASU – Jonesboro campus, staff senate president, Nikki Turner called the meeting to order at 2:01 pm.

In attendance: Paula Broadway, Steven Brown, Catrina Clark, Shane Copeland, Misty Cureton, Timothy Cureton, Rodney Davis, Adrian Everett, Vera Forrest, Leanne Hall proxy for Loretta Fulton, Brandy Hampton, Deanna Harris, Terry Locke, Amber Jordan, Carla McCain, Curtis Miller, Jenafer Novalick, Hope Phillips, Amy Privett, Randall Tate, Nikki Turner, Natalie Turney, Scottie Wheat.

November Minutes:

Made corrections to November minutes: Correct misspelled name (Jennifer Novalick) and Randall Tate motioned to approve Treasurer's Report not minutes.

Hope Phillips motioned to accept the minutes as written after changes have been made. Shane Copeland seconded, all approved.

November Treasury:

The Treasury Report was presented by Brandy Hampton. Items of note were December transactions out of Santa's Wolves Agency Account for caramel apples supplies and Christmas gifts. Curtis Miller motioned to approved minutes, Adrian Everett seconded, all approved.

Old Business:

- a. Food Drive Update: Katey Provence spoke about the food drive and the food bank on campus. SGA passed resolution to create a food bank on campus for students, staff and faculty. Volunteer A-State monitor the daily work for the food bank. The food bank is open Monday and Thursday 10am – 2pm. They will package together a 3-day supply of food and toiletries for the number of family members in household. You can visit the pantry once per week with no questions asked. There will be a campus wide food drive February 1st – 5th but you can donate items at any time. The food pantry is located next to Centennial Bank Stadium. Food drive tubs will be located all over campus. Items do have to have the Nutritional content printed on the label so please do not buy in bulk. If you need items picked up please contact Nikki Turner. Nikki Turner asked how many were served last semester. Katie said that from October – December 100 households were served. They also do holiday baskets.

New Business:

- a. Welcome Catrina Clark: Patricia Schreier has left A-State, so please welcome Catrina.
- b. Holiday Schedule for 2016: Please be aware of the new 2016 calendar. We will close campus for the holiday break on December 19th – January 2nd.

- c. Hoverboards: Hoverboards are not allowed in residence halls. Hoverboards also cannot be plugged up anywhere on campus. They are a fire danger. Students can make use of them, but cannot plug them in. As of now, there is not a policy.
- d. Picnic Date: May 19th
- e. Addition to Bylaws: Please see packet – Randall Tate spoke about the addition to Vice President duties. Duties added are to keep the election results and to fill vacancies. Randall Tate also recommends this be added to bylaws. We will not be voting on this at this meeting, but we will discuss this topic at February meeting. Items such as this can now be done within these meetings due to the changes in the Constitution.

Report from the President and Open Discussion:

- a. Nikki Turner received a message from that there will now be a 3 loan limit for loans from the retirement accounts and if you default on one loan that will count as an additional loan. Timothy Cureton added that he had received the email because he currently has a loan out. If you have more questions, please email Nikki Turner and we will get your question(s) to Lori Winn.
- b. Kasey Eakins and Tammy Fowler have taken other positions outside A-State. They were heading up the Staff Appreciation Committee. Nikki Turner will be following up with this committee to see what information/items may be needed to continue with the Staff Appreciation activities.
- c. Randall Tate and the election committee will be working hard on the new elections. Elections will begin in February. Please encourage others to be a part of Staff Senate.

Announcements and Reminders:

- a. Coach Z is scheduled to be at February's meeting. He will speak about the student athlete mentoring program.
- b. Hope Phillips made motion to adjourn, Paula Broadway seconded. Meeting adjourned at 2:40pm.



Staff Senate Attendance Record

		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Last Name	First Name												
Banks	Kiffany	Absent	Present	Present									
Broadway	Paula	Present	Present	Proxy		Present	Proxy	Present		Present			
Brown	Steven	Present	Proxy	Present		Present	Present	Present		Present			
Clark	Catrina									Present			
Coggins	Robert	Present	Present	Present		Present	Absent	Absent		Absent			
Copeland	Shane	Present	Proxy	Present		Present	Present	Present		Present			
Cox	Ellena	Proxy	Proxy	Absent									
Cureton	Misty					Present	Present	Present		Present			
Cureton	Timothy	Present	Present	Present		Present	Proxy	Proxy		Present			
Davis	Rodney	Present	Present	Present		Absent	Present	Present		Absent			
Everett	Adrian	Present	Present	Present		Present	Present	Present		Present			
Forrest	Vera	Present	Proxy	Present		Present	Present	Proxy		Present			
Fulton	Loretta	Proxy	Present	Present		Present	Present	Present		Proxy			
Hampton	Brandy	Present	Present	Present		Present	Present	Present		Present			
Harris	Deanna	Present	Present	Present		Present	Present	Present		Present			
Locke	Terry	Present	Present	Present		Present	Present	Present		Present			
Long	Jarrod	Present	Absent	Present		Present	Present	Present		Absent			
Jordan	Amber			Present		Present	Proxy	Present		Present			
Martin	Randy	Present	Proxy	Present		Present	Present	Present		Absent			
McCain	Carla	Present	Present	Proxy		Present	Present	Present		Present			
Miller	Curtis	Present	Present	Present		Present	Present	Present		Present			
Novalick	Jennifer	Present	Present	Present		Present	Present	Present		Present			
Phillips	Hope	Present	Present	Present		Present	Present	Present		Present			
Poynter	Elaine	Present	Present	Present		Absent	Present	Absent					
Privett	Amy	Present	Present	Present		Proxy	Present	Absent		Present			
Schreier	Patricia	Present	Present	Present		Present	Present	Present					
Tate	Randall	Present	Present	Proxy		Present	Proxy	Present		Present			
Turner	Nikki	Present	Present	Present		Present	Present	Present		Present			
Turney	Natalie	Present	Present	Present		Present	Present	Present		Present			
Wheat	Scottie	Present	Present	Present		Present	Present	Present		Present			
Wright	Debra	Present	Present	Present		Present	Present	Present		Absent			

Proxies:

May:	Terrie Rolland for Ellena Cox, Leigh Anne Hall for Loretta Fulton
June:	Woody Hanes for Steven Brown, Rosemary Frier for Shane Copeland, Christy Vines for Ellena Cox, Katie Edwards for Vera Forrest, Bryan Shelton for Randy Martin,
July:	Cheryl Richey for Pauly Broadway, Elizabeth Wakefield for Carla McCain, Rosemary Frier for Randall Tate
September:	Kasey Eakins for Amy Privett
October:	Sheryl Richie for Paula Broadway, Teresa Patterson for Timothy Cureton, Katie Edwards for Amber Shipman, Tiffany Johnson for Randall Tate
November:	Leigh Hall proxy for Timothy Cureton, Carlisa Gilmer proxy for Vera Forest
December:	Did Not Meet
January:	Leanne Hall proxy for Loretta Fulton

2015-2016 ASTATE STAFF SENATE

Nikki Turner	2016	30
Hope Phillips	2016	30
Jarrold Long*	2016	30
Amy Privett*	2017	30
Brandy Hampton	2017	30
Randall Tate	2017	30
Scottie Wheat	2018	30
Shane Copeland	2018	30
Randy Martin	2018	30
Adrian Everett	2018	30
Vera Forrest	2017	40
Timothy Cureton	2018	40
Deanna Harris	2018	40
Misty Cureton*	2018	40
Curtis Miller	2018	40
Loretta Fulton	2016	50
Carla McCain	2017	50
Jennifer Novalick	2017	50
Amber Shipman*	2017	50
Natalie Turney	2018	50
Robert Coggins	2016	60
Steven Brown	2016	60
Terry Locke	2016	60
Paula Broadway*	2016	70
Debra Wright*	2016	70
Rodney Davis	2017	70
Catrina Clark*	2018	70

*Filled vacancy, eligible to seek election to a full term

2016 STAFF SENATE ELECTION CALENDAR

Contact HR to determine category reps	Feb 8
HR provides info	Feb 15
IT set up nominations	Feb 22
Nominations	Mar 7-11
Contact nominees/collect bios	Mar 14-17
IT set up elections	Mar 18-25
Elections	Mar 28-Apr 1 (noon)
Senators contacted	Apr 1
New Senators at Senate meeting as guests, mixer	Apr 20
New Senators take office, officers elected	May 18

ELECTION POSITIONS

30	Non-Faculty Professional	4	Term Ends 2019
		2	Term Ends 2018*
		2	Term Ends 2017*
40	Tech/Para Professional	1	Term Ends 2019
50	Secretary/Clerical	1	Term Ends 2019
60	Skilled Crafts	1	Term Ends 2019
		1	Term Ends 2018*
		1	Term Ends 2017*
70	Service/Maintenance	2	Term Ends 2019

*Seat immediately eligible to run for another term

Staff Senate Bylaws Update – Presented 02/17/2016

Current Bylaws:

The current bylaws do not address this issue.

Proposed Bylaws:

Article 1

Point 7 – EEO Category Changes

A job change that results in the shift of a senator's EEO category will not result in a vacancy in the senator's original category. The senator will continue to represent and serve the EEO category that originally elected him or her for the rest of the term.