

Staff Senate Meeting Agenda
Wednesday March 15, 2017 @ 2:00pm
Mockingbird Room, Carl R. Reng Center

1. Call to Order
2. Roll Call
3. Routine Business
 - a. Meeting Minutes
 - b. Treasurer's Report
4. Old Business
 - a. Campus Climate Council 9 Support- 2 Do not support
5. New Business
 - a. Affirmative Action/Title IX – Chocoletta Simpson
 - b. Shared Governance proposals
 - i. 17-SP-03 - University Learning Outcomes
 - c. Election Update
6. Report from the President
7. Open Discussion
8. Announcements and Reminders
 - a. Next Meeting April 19
 - b. Distinguished Performance Awards May 5th (1:30 - 3:00)
 - c. Staff Senate Picnic – May 18th

Arkansas State University

Staff Senate Meeting

February 22, 2017

MINUTES

The Arkansas State University Staff Senate met on Wednesday, February 22, 2017 in the Mockingbird Room in the Student Union on the A-State-Jonesboro campus. Staff Senate President, Angela Daniels, called the meeting to order at 2:00 pm.

In attendance: Paula Broadway, Catrina Clark, Todd Clark, Shane Copeland, Misty Cureton, Timothy Cureton, Angela Daniels, Rodney Davis, Nikki Turner (proxy for Emily Devereux), Adrian Everett, Vera Forrest, Rosemary Freer, Chelsea Gambill (proxy for Sharon Groves), Randy Wheaton (proxy for Jeffery Gulley), Brandy Hampton, James Hart, Matt Chadwick (proxy for Matthew Huckaby), Amber Jordan, Jarrod Long, Randy Martin, Jennifer Novalick, Herbert Ogles, Ashley Parnell, Amy Privett, Sheryl Puckett, Judy Reed, Randall Tate, Natalie Turney, Connie Scott (proxy for Tammy Webb), Scott Wheat

January Minutes:

One change was made on the January Minutes. Chelsea Gambill's name was corrected from "Gambil" to "Gambill".

Ashley Parnell motioned to accept the minutes with the change made. Scott Wheat seconded, all approved.

January Treasurer Reports:

The January report was presented by Sheryl Puckett. The report was filed for audit.

Old Business:

Follow up on Cigna – No update

Please reach out to your constituents list to see if they have any comments or questions to pass to HR.

New Business:

Bill Smith (Executive Director of Marketing & Communications) presented the new event registration update. His department is working on unifying all calendars across the university. He explained that it is important for certain departments to know what events are going on around campus, and who exactly is on campus. This will be for both private and public events. It will be an immediate need, if you have an event you will need to fill out the form at <http://www.astate.edu/calendar/submit-an-event.dot>

- Please send all media communication requests to Bill Smith's office ext: 2169
- For questions regarding international students and procedures please contact Gina Gomez: ginag@jhcsi.org 870-931-1884

Jon Carvell discussed the Emergency Procedures handbook. Please see the attached document.

- Very important to know the physical address of your building
- More information is available by clicking "safety" on the bottom of each A-State webpage

If you need to contact safety & emergency management you can contact Jon at 870-680-4705. He is located on the bottom floor of the administration building room 118.

Time Tracker – Angela Daniels discussed the quarter hour Time Tracker change. Scott Wheat stated that they have fixed the Time Tracker repeated immediate clock-in/clock-outs, and they have changed the login screen so each person can see the weekly overview.

Campus Climate- The Campus Climate Council will be under the Chancellor's office. Angela has sent out the final version of the CCC proposal along with the link for comments/concerns.

Events

- Food Pantry- Campus wide food drive March 6th- 10th. Both food and monetary donations are welcome.
- Distinguished Awards- May 5th 1:30 – 3:00 p.m.
- SGA is hosting Up 'Til Dawn. We can sponsor one of the hours for \$500 (partner with Faculty Senate, \$250 each).

Rosemary Freer moved that we support Up 'Til Dawn by sponsoring one of the hours with a \$250 donation, as long as the Faculty Senate partners with Staff Senate. Vera Forrest seconded, all approved.

Open discussion:

We are going to find out more cost information on sponsoring refreshments at one of the recruitment events.

Report from the President:

With no more open discussion, Timothy Cureton moved to adjourn. Adrian Everett seconded, and the meeting adjourned at 3:04 p.m.



Staff Senate Attendance Record

		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Last Name	First Name												
Broadway	Paula	Present	Present	Proxy	No Meeting	Present	Present	Proxy	No Meeting	Present	Present		
Clark	Catrina	Present	Present	Present	No Meeting	Present	Present	Absent	No Meeting	Present	Present		
Clark	Todd	Present	Present	Present	No Meeting	Present	Proxy	Proxy	No Meeting	Present	Present		
Copeland	Shane	Present	Present	Present	No Meeting	Present	Proxy	Present	No Meeting	Present	Present		
Cureton	Misty	Present	Present	Present	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Cureton	Timothy	Present	Present	Present	No Meeting	Proxy	Present	Present	No Meeting	Present	Present		
Daniels	Angela	Present	Present	Present	No Meeting	Present	Present	Absent	No Meeting	Present	Present		
Davis	Rodney	Present	Present	Present	No Meeting	Proxy	Present	Present	No Meeting	Present	Present		
Devereux	Emily	Present	Present	Present	No Meeting	Present	Present	Present	No Meeting	Present	Proxy		
Edwards	Katie	Present	Absent	Absent	No Meeting	Absent	X	X	No Meeting	X	X		
Everett	Adrian	Present	Present	Absent	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Forrest	Vera	Present	Absent	Present	No Meeting	Present	Present	Absent	No Meeting	Present	Present		
Freer	Rosemary	Present	Present	Proxy	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Groves	Sharon	Present	Proxy	Present	No Meeting	Present	Present	Present	No Meeting	Proxy	Proxy		
Gulley	Jeffery	Present	Present	Present	No Meeting	Present	Proxy	Present	No Meeting	Present	Proxy		
Hampton	Brandy	Present	Present	Present	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Harris	Deanna	Present	Present	Absent	No Meeting	Present	Present	Absent	No Meeting	Present	Absent		
Hart	James	Present	Present	Present	No Meeting	Present	Absent	Present	No Meeting	Present	Present		
Huckaby	Matthew	Present	Present	Present	No Meeting	Proxy	Present	Present	No Meeting	Present	Proxy		
Jordan	Amber	Present	Present	Present	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Long	Jarrod	Present	Present	Present	No Meeting	Absent	Present	Absent	No Meeting	Present	Present		
Martin	Randy	Present	Absent	Present	No Meeting	Present	Proxy	Present	No Meeting	Present	Present		
McCain	Carla	Present	X	X	No Meeting	X	X	X	No Meeting	Present	X		
Novalick	Jennifer	Present	Present	Present	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Ogles	Herbert	Present	Present	Present	No Meeting	Present	Absent	Present	No Meeting	Present	Present		
Parnell	Ashley	X	Present	Present	No Meeting	Present	Present	Present	No Meeting	Absent	Present		
Pettie	Brian	Present	Proxy	Present	No Meeting	Present	Absent	Absent	No Meeting	Present	Absent		
Privett	Amy	Present	Present	Absent	No Meeting	Present	Present	Absent	No Meeting	Absent	Present		
Puckett	Sheryl	Present	Present	Present	No Meeting	Present	Absent	Present	No Meeting	Absent	Present		
Reed	Judy	Present	Present	Present	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Tate	Randall	Present	Present	Proxy	No Meeting	Present	Present	Present	No Meeting	Present	Present		
Turney	Natalie	Present	Present	Present	No Meeting	Present	Absent	Present	No Meeting	Present	Present		
Webb	Tammy	Present	Present	Present	No Meeting	Proxy	Present	Present	No Meeting	Present	Proxy		
Wheat	Scottie	Present	Proxy	Present	No Meeting	Present	Proxy	Present	No Meeting	Present	Present		

Proxies:

May: Debbie Davis proxy for Katie Edwards, Amanda Waters proxy for Deanna Harris, Brian Shelton proxy for Randy Martin, Tony Bittle proxy for Brian Pettie
June: Nikki Turner proxy for Sharon Groves, G. Olsen proxy for Brian Pettie, Tracy McMasters proxy for Scott Wheat
July: Jo Boyd proxy for Paula Broadway, T. Johnson proxy for Rosemary Freer, Carol Cummings proxy for Randall Tate
September: Loretta B. proxy for Timothy Cureton, Robert Bailey proxy for Rodney Davis, Carol Cummings proxy for Matthew Huckaby, Connie S. proxy for Tammy Webb
October: Blake Simmons proxy for Todd Clark, Elizabeth Rouse proxy for Shane Copeland, Robert C. proxy for Jeffery Gulley, Brian Shelton proxy for Randy Martin, Leigh Anne Hall proxy
November: Cheryl Richey proxy for Paula Broadway, Blake Simmons proxy for Todd Clark
January: Chelsea Gambill proxy for Sharon Groves
February: Nikki Turner proxy for Emily Devereux, Chelsea Gambill proxy for Sharon Groves, Randy Wheaton proxy for Jeffery Gulley, Matt Chadwick proxy for Matthew Huckaby, Connie Scott proxy for Tammy Webb