

Staff Senate

November 9, 2021  
Meeting Minutes

*Note: The remarks of the senators and others are summarized and not verbatim. The recording of this meeting is available in the Staff Senate Secretary's office.*

**PRESENT:** Sandy Baldrige-Adrian; Lisa Bair; Matthew Barnes; Penny Bell; Jean Bennett; Roger Brown; Katherine Byron; Chris Carter; Brittany Donatelli; Vivian Ford; Grace Gavin; Daniel Hucks; Geoffrey Insch; David Klauder; Michelle Lewis; Ebony McCray; Alexis McGarvey; Bradley Queen; Walter Showers; Wendy Singleton; David Speiser; Jennifer Stewart; Samantha Sullivan; Michele Varga; Sharlene Zwing

**SUBSTITUTIONS:** Alexis Liscio for Kelly Moore

**ABSENT:** April Betsch; Brian Hutchinson

**ALSO IN ATTENDANCE:** David Frost; Jim Solazzo; David Russell; Amanda Craddock

**APPROVAL OF MINUTES:**

- Approval of the October minutes postponed to December meeting.

**SENATE PRESIDENT REMARKS:**

- Gave short report to the Board of Trustees at October 28<sup>th</sup> meeting. Question from Trustee posed as to where Staff stand with mask mandate.
- Executive Council met:
  - No policy updates.
  - August Commencement will be going away. Moving back to only May and December ceremonies.
  - The United Way campaign is happening through December 1<sup>st</sup>.
  - ITS is continuing to work on updating Listserv processes.
  - Jennifer Watkins is now the Tax and Grants coordinator.
  - Point of Clarification on DEI offices:
    - Diversity and Inclusion is Fac/staff focused
    - Intercultural and Inclusion Student Services is student focused
    - Accessibility & Disability Services is majority student focused
  - Travis Overton gave an update about student safety concerns
- Recent topic submissions:
  - Fac/Staff parking concerns in the Woods residence hall.
  - Allowing questions to be submitted prior to Town Halls.
  - Suggestion for more staff professional development.

- Creating an easy table for graduate tuition assistance.
- Received an inquiry about the staff engagement survey and what actions have been taken.
- Where the University stands in fall enrollment.
- Reminders
  - Please read your emails and share information with your constituents.
  - Please provide your name when submitting a topic submission for follow –up. You can ask to remain anonymous.

## **Presentation**

- None

## **PRESIDENT AND OTHER ADMINISTRATIVE REPORTS:**

President Benson:

- Report submitted.

Provost Ennis:

- The end of the Fall 2021 semester is approaching. Planning beginning for Spring 2022. Instructional guidance to come once clarity comes about the mask mandate.
- Will be issuing additional clarification to faculty on instructional guidance for students in quarantine or isolation.
- Multiple Dean searches are taking place:
  - Search for Dean of the Wall College of Business.
  - Search for Dean of the Gupta College of Science
  - Create of a new college, tentatively called the College of Public Health and Human Performance

Travis Overton:

- Introduced the new Vice President of Human Resources and Equal Opportunity, Tom Koczara.
- November 30th is the Blanton Park Tree Lighting.
- December 9<sup>th</sup> is the Faculty and Staff Reception.
- The Board of Trustees will have a special meeting about the mask mandate this week.
- The Staff Ombuds position is posted. November 12<sup>th</sup> is the priority deadline. Position is open until filled.

Tom Koczara:

- Beginning his 4<sup>th</sup> week as VP of Human Resources.
- Will be attending Staff Senate monthly meetings and have a standing report.
- During his first 3 weeks, have had meetings with several people on campus and soliciting feedback.
- Evaluating the feedback to:

- Determine what HR can pursue to make small but impactful changes.
- Determine priorities and major improvement projects.
- Evaluate the effectiveness from his point of view and determine what HR can do within itself to make things run more efficiently and effective.
- Long term goals:
  - Contributing to the new Strategic Plan.
  - Building HR's strategic plan from the University's plan.

Amanda Craddock on Enrollment:

- Up 3.5%; largest freshman class of 2,519 students.
- Increase in transfer and returning students.
- Increase in graduate students
- Total enrollment of 10,473.

**TOPICS FOR DISCUSSION:**

*In an effort to streamline Staff Senate meetings, but also continue to collect valuable employee feedback data, the Senate will begin referring Topic Suggestions that relate to specific areas of operation to the appropriate person in those areas. The Senate will continue to collect these submissions and will review them in total each semester to determine if there are organizational patterns that should be addressed by the Senate as a whole.*

**COMMITTEE REPORTS:**

Policy and Welfare Committee

- Draft of the Staff Satisfaction survey has been deferred to the spring.
- Putting together a report of the results of the last Staff Satisfaction Survey. I.e., what changes have taken place from the last survey.
- Meeting with Tom Koczara, VP of HR.

Membership Committee

- Discussing ways for the Senate to improve communication to represented areas.
- Came up with the idea to work with Communication's Committee.

Communication Committee – no report

**OLD BUSINESS:**

- none

**NEW BUSINESS:**

- Suggestion brought forth to consolidate all giving opportunities into one email.

**ANNOUNCEMENTS:**

- Anti-Semitism Explained is tonight at 4:30pm via Zoom.
- Anti-ism reading group book for this month is *Trans in College*.
- As senators, please read and share emails with your area.
- Auxiliary Enterprise hosted a Chant and Chew with their constituents.
- Veteran's Day Activities are being held on November 11<sup>th</sup>.
- November 12<sup>th</sup> is the 20<sup>th</sup> Anniversary Celebration for the Edwards College.
- November 13<sup>th</sup> is the Homecoming football game and parade at 9 a.m. in downtown Conway.
- Be sure to check out some of the sporting events on campus.
- December 9<sup>th</sup> is the Lavender Graduation in the Alford Ballroom.
- November 30<sup>th</sup> is Chantsgiving/National Day of Giving.
- December 13<sup>th</sup> and 14<sup>th</sup> is the Board of Trustees Meeting.
- December 14<sup>th</sup> is Commencement.
- The next Staff Senate Meeting is December 7<sup>th</sup> at 9 a.m. in Alford Ballroom. The meeting will also be streamed live.

With no further business, the meeting adjourned at 10:07 a.m.