



October 20, 2016
DSC Room 205D
10:00 a.m. – 11:00 a.m.

❖ **Welcome**

Call to order by Laura McClellan at 10:01 a.m.

❖ **Roll Call**

Sign-in sheet was distributed. Those present by signature were:

Thomas Redd Jr	Patrick Newton	Amber Krum	Jonathan Smith
Pam Ashley-Williams	James Blevins	Drew Glover	Valarie Abrams
LaTonda Williams	Rodolfo Morales	Laura McClellan	Taiquera McNeely
Jack Tipshus	Mark Pellegrini	Christopher Hickman	Angela Paladino
Dara Goad	Rena Burt	Angie Faller	Glory Pearsall
Cynthia Evans			

❖ **September Minutes review**

- Motion to accept by Christopher Hickman.
- Seconded by Dara Goad.
- Majority vote aye's approved.

❖ **Treasurer's Report**

No report.

❖ Committee Updates

Fall Open House

- Mark Pellegrini, Chairperson.
- Line items are coming together.
- Committee meeting called after Staff Senate meeting.
- Call for volunteers: servers, tickets.
- Donations requested for door prizes (UALR branded giveaways), teacup auction (call for local businesses to donate gift certificates and items) & silent auction (higher-dollar items, home-made crafts & gift baskets).
- Send email to Mark for volunteer opportunities & donations; he will pick up donations.
- Date/Time/Location: Nov. 15th, 11 a.m. through 1 p.m., upper concourse DSC.
- Open admission, tickets are on sale; proceeds go towards Helping Hands.
- Committee membership has updated.
- Website to be updated with auction items.
- Valarie Abrams handling tickets.
- Michele Butler coordinating with Sodexo.
- Roldolfo Morales will be Master of Ceremony for the event.
- Concourse and tables have been reserved.

Helping Hands

- Rena Burt, Chairperson.
- Meeting was called, and three primary areas were discussed:
 - Applications
 - Open on day of Fall Open House.
 - Applicants may print off form or submit online.
 - Promotion
 - Email pending by November 7th calling for donations.
 - Assembly
 - Food will be stored in the mail room again this year until ready to assemble.
 - Girl-scout troupe volunteered if needed to assemble.
- Locations of drop-off boxes in discussion.
 - Discussion pending with CLC and food pantry to not conflict with drop-off collection sites.

Blood Drive

- Dara Goad, Chairperson.
- Pamphlet-tents have been distributed with information.
- Story on UALR website.
- Email out to campus.
- Sign-up sheet is available.
- Some giveaways have been gifted and privately purchased, 25 gift bags have been assembled for first 25 patrons.
- Campus living is having a competition with a pizza party reward to the top floor
- Request for two containers for tickets collection; Halloween décor.

❖ Committee Updates (cont.)

Fundraising

- No Report.

Communications

- Angie Faller, Communications Officer and Chairperson.
- Working to publicize Fall Open House
 - Open House webpage updated, story pending.
- UALR Now & Facebook Page
 - Angie needs added to Staff Senate Facebook page, Laura may be able to assist as she was just given access.

Issues and Concerns

- Met on 6th of October.
- Belinda White, Chairperson.
- Questions were raised:
 - To be referred to previous chairperson; possibly Jennifer Moody.
- Over-all productive meeting.

Public Outreach

- Drew Glover, Chairperson.
- Met last month.
- Was agreed to maintain involvement of which Frances Frazier has previously worked on.
- Reached out to other local resources and organizations.
- Contact Public Outreach if you need assistance with any events.

Staff University Development Committee, i.e. Campus Campaign

- Meeting was called, no listed member response.
- Drew met with Linda Stipsky, who volunteered to assist and is already on steering committee.
- Currently cross-referencing contact lists.
- Call for volunteers.
- As the driving force for the Campus Campaign, the role of this committee is to coordinate individual/departmental campaign ambassadors.
- Goal of the campaign is to raise giving percentage.
 - This helps with external donations to the university.
 - Departments with 100% participation get donated cookies from Community Bakery.

Staff Professional Development

- No report.

Staff Governance

- No report.

Staff Achievement Awards

- No report.

❖ Committee Updates (cont.)

Staff Awards Ceremony

- No Report.

Nominations

- No Report

Non-classified Employee Handbook (ad hoc committee)

- Laura McClellan, Chairperson.
- Met to discuss plans moving forward.
- Working to identify classifications and census.

❖ Open Forum

- Communications notes:
 - Website search updates in progress.
 - Contact Angie for website updates and communications requests.
- Leave pamphlet-tents if found.
 - Request to have additional pamphlets distributed in the dorms.
- Blood drive volunteer sign-ups.
 - Most current volunteers are CLC students, and they have many of the time-slots filled.
- This was Christopher Hickman's final meeting, taking an auditing position elsewhere.
- Chancellor's schedule visit changed.
 - Options discussed:
 - Move regular Nov. senate meeting up to Nov 4th, library room 535 conference room.
 - Cancel meeting on the 4th with the Chancellor and try to reschedule in the spring.
 - Possibility of social event, but thoughts that attendance may be low.
 - Previous Chancellor Anderson gave an address at Fall Open House events; replace meeting on the 4th, or have it be the agenda for meeting.
 - His office staff requested a topic to speak on.
 - Decisions made:
 - Yes, meet on November 4th as an informal meet & greet with light refreshments.
 - Separately approach the Chancellor's office for the Open House event. Christopher volunteered to stop by their office to request attendance.
 - Second invite in the spring, possible involvement in Awards Ceremony as in the past.
- Reminder that Staff Senate meetings are open to all staff and guests, including the tentative upcoming Chancellor meeting(s).
- Next meeting has a time change, 11 a.m. to 12 p.m.; same location DSC D. Dr. Andrew Wright will be a guest to discuss the Faculty Senate.
- Policy Advisory committee has an open Staff Senate seat to be filled.
- Tuition discount at Pulaski Tech has not been finalized.
- A list will soon be provided to the Chancellor of anyone who has not completed Title IX training.

❖ **Open forum (cont.)**

- The new federal regulation and how they effect clock-in/clock-out changes for staff were touched on.
 - Details and UALR policies have not been fully realized and are currently being developed.
 - Many staff members who work nights and weekends may be required to refrain from these extra hours.
 - If an affected staff member works any outside hours without prior approval, they will be written up with a warning and the possibility of other or additional punishments.
 - Those not affected by the changes may be required to cover more to compensate for those who are.

Adjournment

Motioned to adjourn by Christopher Hickman, seconded by Drew Glover.