

UA Little Rock Staff Senate

Feb. 21, 2019

Student Services Center Auditorium

I. Welcome and Introductions

- Angelita Faller, president, welcomed the membership and called the meeting to order at 10:05 a.m.

II. Review Minutes

- Angelita Faller asked for a review of the minutes.
- Motion to approve by Dara Goad.
- Seconded by Ross Bradley.
- Accepted, voted and approved.

III. Treasurer's Report

- Angelita Faller provided the Treasurer's report.
 - \$5,002 in maintenance.
 - \$788.27 in agency funds.
 - \$0 in professional development. (More discussion about this in Open Forum section.)
- Motion to approve by Dara Goad.
- Seconded by Ross Bradley.
- Accepted, voted and approved.

IV. Staff Committee Updates

- Blood Drive - Dara Goad
 - Only had 18 participants. (Goal was 26.)
 - Problems occurred because there was not a coordinator from the blood institute.
 - Walk-ins were taken before pre-registered appointments.
 - Pre-scheduled appointments will be priority next time.
- Communications - No update.
- Fundraising - No update.
- Governance - Richard Harper
 - Discussed updated ualr.edu/policy website.
 - Design is different but information is the same.
 - Website contains board and institutional policies.
 - This ties back to accreditation requirements.
- Helping Hands - No updates.

- Issues and Concerns - No updates.
- Staff Awards Ceremony - Melody Weigel
 - Ceremony will be on April 26.
 - Nominations opened last week (10 so far).
- External Committees - No update.

V. Open Forum

- Outstanding Academic Advisor Award
 - Award is \$1,000. Funds will come from Provost's office.
 - Nominations must come from student or employee.
 - Five people on selection committee.
- Upcoming Guest Speakers
 - March - Chasse Conque
 - May - Chancellor Rogerson
 - June - Karl Lenser & Sodexo
- Campus Night Basketball Game
 - Game will be on Thursday, March 7th.
 - Employees who wish to attend will get two free tickets.
 - Chancellor's office donated \$3,000.
 - First 500 attendees will get \$6 in free concessions.
 - There will be a staff senate vs. faculty senate shoot-off.
- Employee Discounts
 - Angelita Faller trying to get UA Little Rock the same discounts as UAMS.
 - Anyone with a UA Little Rock ID can get these discounts.
- Professional Development Funds
 - \$2,000 in Staff Senate's account was moved to another university fund.
 - Melody Weigel and Angelita Faller met with Steve McClellan to get money back in a separate account.
 - Will use money for professional development for university staff.
 - Nia Reeves will come up with some professional development ideas.
- Discussion of statement of support for proposed 2% across-the-board raise.
 - Discussed writing letter from Staff Senate to the Board of Trustees requesting 2% raise for employees.
 - Suggested that this should be for employees who make under \$100,000 per year.
 - Flat rate (bonus) of \$1,000 was suggested if we cannot get raise.
 - Need statistics from Human Resources before writing the letter.
 - Need to send draft of letter to Steve McClellan and Dr. Rogerson.

VI. Guest speakers - Nia Reeves and Dr. Charles Azebeokhai from Human Resources

- Nia Reeves gave training session about non-classified employee performance evaluations.
 - Performance evaluations are due March 31.
 - Evaluations provide supervisors and employees feedback.
 - Help identify goals and areas where improvement is needed.
 - Rankings go from 5 - 1.
 - Supervisor has to write justifications for 5 and 1 rankings.
 - PIP has to be created for low ranking employees.

VII. Next meeting - March 21, 2019

VIII. Adjourned at 11:28 a.m.

In attendance:

Charles Azebeokhai - Human Resources
Toni Boyer Stewart - Communications & Marketing
Ross Bradley - Office of the Provost
Reed Claiborne - Disability Resource Center
Donna Rae Eldridge - eLearning
Angelita Faller - Communications & Marketing
Erin Flowers - EIT
Dara Goad - Human Resources
Richard Harper - Student Affairs
Crystal Hunnicutt - Research Compliance
Marie Lindquist - APAC, School of Public Affairs
Jessica McKinney - eLearning
Mia Phillips - Student Affairs
Nia Reeves - Human Resources
Melody Weigel - Bowen School of Law