



## STAFF SENATE

Staff Senate Monthly Meeting  
Thursday, October 17, 2019  
DSC 205D (near Trojan Cafeteria)  
10:00 a.m. – 11:00 a.m.  
25 in attendance

- I. Welcome and Introductions - commenced at 10:03am, Angelita Faller, Past President
- II. Review Minutes, Angelita Faller
  - 1st - Ian Hadden
  - 2nd - Kirk
- III. Treasurer's Report, Wendy Orvis
  - September - \$785.27 agency; \$4,650.16 in maintenance
  - October - \$818.07; 4,650.16 maintenanceApproval of minutes:
  - 1st - Toni Boyer
  - 2nd - Heather Reed
- IV. Committee Updates

### Staff Senate Committees

- A. Blood Drive - October 31st
  1. Met 10/16
  2. Large posters & small & table top cards
  3. Distribute signs to members
  4. Table top cards day of
  5. Link is active to schedule appointments
  6. Greek orgs/groups to volunteer
  7. Advertise on marquee & emails to campus from Judy
- B. Communications - Toni
  1. Blood drive & social media, graphic designer, plasma screens
  2. Helping Hands
    - a) Website updated; email to publicize Tuesday
    - b) Chipotle partnership (flyer in back)
- C. Fundraising - Heather
  1. Met 10/4
  2. Pause open house fundraiser/tea cup
  3. Chipotle fundraiser - flyers on back for November 6th 5 - 9 pm
    - a) 33% of funds will go back to us
    - b) At least \$300 in sales breaks event & then more for fundraiser
    - c) Must tell Chipotle that you're participating with screenshot or flyer
    - d) Capital campaign - can take out of paycheck (get info from Heather)
- D. Governance

- E. Helping Hands - Rosalie
  - 1. Boxes around campus; weekly collection item
  - 2. Check expiration dates before you clean out cabinets
  - 3. Flyers available for office & window display
  - 4. Paper applications available through Rosalie (insert email)
  - 5. Sam's Club has Tgiving fixings out - \$14 for a complete basket
- F. Issues and Concerns - Ronda
  - 1. Bus shelter - on hold
  - 2. Donating child leave - in exploration
  - 3. Listerv for information only - in exploration
- G. Professional Development - Victoria
  - 1. Met twice
  - 2. Survey at the back of room - will be sent out on Staff Focus
- H. Staff Awards Ceremony
  - 1. Tentative date is April 16th - "save the date"

#### University Staff Senate Appointments

- I. Building and Grounds
- J. Policy Advisory Council
- K. Delete Process
- L. Emergency and Campus Notification System Policy

#### University Staff Appointments

- M. Traffic
- N. Athletics
- O. Dining - Angie
  - 1. Doug - new GM search soon
  - 2. Better discussion to dining services to campus community
  - 3. Have survey given out at end of month; sent through Judy Williams
  - 4. Ronda Petray - new secretary of Dining Committee
  - 5. Rosalie - concern about Dining Committee
    - a) Staff member took cup/bowl of cafeteria & brought it back used
    - b) Suspended & written up for HR
    - c) Does not promote safe return of stolen cafeteria property
- P. Sustainability - Toni
  - 1. Gave out grants to students to do things around the campus
  - 2. Sustainability Day on 23rd; Library Mall area; Entergy giving out lightbulbs
  - 3. Campus clean up 4 - 6 pm - use flyer from Kathy
  - 4. Need work study to clean up Coleman Creek - taking suggestions
- Q. We Heart our Students
- R. Catastrophic Leave

#### V. Guest Speaker

- A. Veysel Erdag, Chief Information Security Officer
  - 1. 55,987 files leaving the network (UA Little Rock) with 41 applications (used by UA Little Rock)
  - 2. 5,248 malicious communication in 1 week at UA Little Rock
  - 3. Tips on how to detect phishing attacks
    - a) Check for "secure web connection" before paying bills

- b) Change password often
- c) Use different passwords for different systems
- d) Utilize 2 factor authentication for social media websites
- 4. Please reach out; forward emails if suspicious to Veysel
- B. Emily Bell, Director of Study Abroad/Chair of WHOS
  - 1. Grassroots initiative background started by Gail Hughes
  - 2. November 8th - 1st gen day
    - a) 30% are 1st gen at UA Little Rock
      - (1) Collected through FA information
      - (2) Gathered by Heather Reed; Director of Retention
    - b) Library 11 am - 1pm; walk in with snacks & prizes
    - c) How can you help? Faculty & staff highlights with marketing/communication email campaign
  - 3. Want your own branding? Let Emily know & she will get you a custom logo
    - a) Email & phone number; [edbell@ualr.edu](mailto:edbell@ualr.edu)
  - 4. Spring event - faculty & staff who are 1st gen; students who are 1st gen; graduation cords; grad program identity; certificates; stickers; celebration event; culture changing vibe
  - 5. Wanna get involved?
    - a) Identify as 1st gen
    - b) Join the committee - meets monthly/infrequently (next Monday, Oct 28th)

## VI. Open Forum

### A. Upcoming events

- 1. Blood Drive October 31st
- 2. Helping Hands Save-the-Date, November 6, 2019 5-9 p.m. Chipotle

### B. Announcements/Discussion

- 1. Staff Senate Facebook page - Like it, love it, stay in touch
- 2. Google calendar - all staff senate commitments?
  - a) Will work to create/Toni
  - b) Deadlines; fundraisers; meetings
- 3. Opportunities to serve
- 4. Halloween - please support; get excited

VII. Adjourn - 10:55 am

VIII. Next Meeting - November 21, 2019

### A. Chancellor Drale