



## STAFF SENATE

Staff Senate Monthly Meeting  
Thursday, September 17, 2020  
Meeting via Zoom  
10:00 a.m. – 11:00 a.m.

### [Attendance List](#)

- I. Welcome and Introductions - Cody Henslee, President at 10:00 am with 37 participants
  - A. Discuss status of 2020 Staff Senate Elections
    1. Usually already held for the academic year (late Spring) but was delayed by the new academic college restructure and Workday updates
    2. Working with IT Services to validate & confirm data for elections by October
    3. After elections, Senators will be invited to an informal meeting with training & more information about being a senator
    4. Current officers are serving interim; new elections will be done next meeting
    5. Timeline & more information will be sent soon; questions? Email Cody at [cahenslee@ualr.edu](mailto:cahenslee@ualr.edu)
  - B. Huge thanks to the Workday team, HR and other offices working with new challenges, business processes and COVID 19. Thank you for your service & dedication to UA Little Rock.
- II. Review Minutes - Cody Henslee, at 10:05 with 60 participants
- III. Committee Updates - Cody Henslee, 10:06 with 63 participants

*No new updates as we have not met for August 2020*

### Staff Senate Committees

- A. Blood Drive
- B. Communications
- C. Fundraising
- D. Governance
  
- E. Helping Hands

- F. Issues and Concerns
- G. Professional Development
- H. Staff Awards Ceremony

University Staff Senate Appointments

- I. Building and Grounds - need 2 volunteers (email [cahenslee@ualr.edu](mailto:cahenslee@ualr.edu))
- A. Policy Advisory Council

University Staff Appointments

- J. Traffic - need 1 volunteer (does not need to be a Staff Senator) (email [cahenslee@ualr.edu](mailto:cahenslee@ualr.edu))
- K. Athletics
- L. Sustainability
- M. Racial Barriers (new!) - selections have been made & will be released soon (email [cahenslee@ualr.edu](mailto:cahenslee@ualr.edu) for questions)

IV. Guest Speaker - 10:11 am with 69 participants

- A. Courtney Carder, Organizational Change Manager - Workday updates and resources she can provide to support our campus. Joined by Brian Keltch, ITS.
  1. Work in ITS & facilitate movement with projects needed across campus
  2. 3 teams working on Workday (HCM, Finance & ITS)
  3. The teams recognize the challenges before our campus & we are working days, nights & weekends to assist campus and create educational awareness of how to use Workday.
  4. How can Courtney help you?
    - a) Email for questions, but the [ITS ticket is a better way](#) to communicate as all offices/professionals are focused on this and can help you quicker.
  5. [www.ualr.edu/workday](http://www.ualr.edu/workday) is the best place for resources, links & training
    - a) [UA System Intranet](#) - Workday tool for training & support in Workday; news & reports; glossary of term; Employee self-service training videos; Quick Reference Guide

6. **Question** - Can you download all the quick reference guides at once in one pdf?
    - a) Quick reference guide for all business processes is available at [www.ualr.edu/workday](http://www.ualr.edu/workday) & is quickly accessible
  7. Office hours available
    - a) [Procurement office hours](#) - Tuesdays 1 - 3 pm
    - b) HCM one on one sessions available
- B. Brian Keltch, ITS, Director of Enterprise Applications & Development
- V. Open Forum - 10:26 am with **70 participants**
- A. Preliminary discussion of COVID-19 and its impact on committees / events
    1. Input on impact to campus & things we can work towards
      - a) Helping Hands did a fantastic job raising money last year & will set Staff Senate up for success in 2021
      - b) Virtual Mental Health Fair
  - B. Racial Barriers Committee Appointments
  - C. Sharonda Lipscomb, Question - Discrepancy with accrued leave time, has that been fixed?
    1. Courtney - Yes, they are aware & working on it. But also - [create an ITS ticket](#) for quicker response.
    2. Melody - How can we compare old leave to new leave?
      - a) Check TCP in BOSS and compare it to your Workday screens
    3. Cody - Make a ticket, it's the best way to get your problem fixed and things communicated to the right areas of campus.
- VI. Adjourn at 10:40 am with **64 participants**
- A. Motion - Melody Weigel
  - B. Second - Reed Claiborne
- VII. Next Meeting - October 15, 2020

## Chats

From Melody Weigel to Everyone: 10:26 AM

shout out to the awesome procurement office hours!

From Courtney Kristen Carder to Everyone: 10:26 AM

YES

From Mary Worthy to Everyone: 10:27 AM

Procurement Open Office Zoom hours are offered on Tuesday's 1-3 p.m.

From Reed Hogan Claiborne to Everyone: 10:28 AM

I have sent in the request and what the ABI has provided

From UALR | Desiree Taggard to Everyone: 10:29 AM

A virtual mental health fair could be useful

From Sharon Ann Downs to Everyone: 10:31 AM

Health Services does a Self Care Fair

But we're trying to figure out how to do that in this environment. Nothing scheduled yet.

From Reed Hogan Claiborne to Everyone: 10:31 AM

Connections, yes they are missing

From Courtney Kristen Carder to Everyone: 10:32 AM

I think that is a GREAT idea!!!!

From Heather Newsam to Everyone: 10:32 AM

Yes!

From Reed Hogan Claiborne to Everyone: 10:32 AM

Yes

From Derrick Newby to Everyone: 10:32 AM

Sounds interesting

From Me to Everyone: 10:32 AM

I like it!

From Sharon Ann Downs to Everyone: 10:32 AM

yes

From Shannon Gwinn to Everyone: 10:32 AM

yes

From Danielle Jones to Everyone: 10:33 AM

Absolutely!

From Nancy Riethoff to Everyone: 10:33 AM

Multiple rooms with different themes would be great for better participation.

From Derrick Newby to Everyone: 10:34 AM

I only have 99

From Sharonda Lipscomb to Everyone: 10:38 AM

Thank you...I know you all or super busy so I was just waiting...patiently! Appreciate all you all are doing.

From Derrick Newby to Everyone: 10:39 AM

Motioned

From Ronda to Everyone: 10:40 AM

ehehehe

buzzkill :P

