

Staff Senate Agenda
September 8, 2022 9:30AM
Unity House – Multipurpose Room

- I. The meeting was called to order by chair, Roy Cordell at 9:31 a.m.
 - A. Roy thanked the Unity House staff for letting us use the room for the entire semester, despite ongoing renovations
- II. A motion was made, seconded, and passed to adopt the agenda.
- III. Roll Call – Myrlinda Soedjede
- IV. Campus Updates
 - A. Human Resources Updates – Debbie McLoud
 1. Processing all of the new employees – some may not have been paid. Please let HR/payroll know if people aren't getting paid at hr@uark.edu or payroll@uark.edu.
 2. There will be a Workday update this weekend. Inbox items will now be called "My Tasks." Will be sortable. There are big Workday updates every September.
 3. Employee Awards banquet will be Tuesday, October 11 at the Fayetteville Town Center. Electronic invitations will go out next week.
 4. Open enrollment in November. Everyone will need to do the tobacco attestation. If you don't do it, there will be a \$50 surcharge.
 5. Class/Comp analysis process is moving forward. It goes to the legislature this month for approval
 - a. Plan to discuss a compensation philosophy for the campus to help guide compensation plans.
 - b. The bulk of the project will be spent on analyzing position descriptions
 - c. Helping develop career paths within job families
 - d. Analyzing job titles for consistency. Some titles may change
 - e. Benchmarking with other institutions for staff positions
 - f. Developing a pay grid based on positions, titles, and type of work
 - 1) Currently 472 different working titles within project/program specialist.
 - g. Working to develop structure, especially given much higher enrollment
 - h. Ultimate goal is to make the University an employer of choice and a place people want to come to work
 - 1) This is not necessarily a cost-saving process but
 - 2) Thinking about the University as a whole
 - i. Communication is key – Debbie ensuring that communication about this initiative is widespread across campus
 - j. Questions
 - 1) Do you anticipate that this might alleviate the position jumping issue between similar roles in different departments?
 - i. Yes, hope for a compensation guideline booklet that will be available to the campus – compensation expectations for promotions and job changes
 - ii. More consistency with merit process – effective dates for non-classified positions
 - 2) When is consultation concluding? When will it be implemented?

- i. Vendor anticipates 12 months to provide recommendations from when the contract is approved. Leadership will consider recommendations and then implement. We hope to implement within 18 months to two years.
 - ii. Not intended to give everyone a raise, but recommendations will be made based on whether individuals are overpaid or underpaid.
 - iii. Senior leadership is committed to this project.
 - 3) How does the plan intersect with colleges' separate budgets
 - i. Looking to achieve equity between colleges
 - ii. Working to develop career paths depending on desired careers
 - iii. Titles are likely to change
 - 4) Are the chancellor candidates being made aware of this initiative, and how do they feel?
 - i. They support it
 - 5) Is this for UASYS or just UAF
 - i. Just UAF for now, excluding provisional positions
 - 6) Will the study factor in cost of living where people are located – if working in Hot Springs/elsewhere
 - i. Hadn't thought about that. May consider.
 - 7) Will this address inconsistencies regarding extra compensation?
 - i. It will probably require a revision of extra comp processes
 - 8) What is the overall goal and when do we anticipate achieving it?
 - i. The goal is to have a structured, consistent compensation plan across campus, and we hope to be able to implement it within 18 months.
 - 6. There should be a new associate vice chancellor soon, but Debbie hopes to continue coming each month.
- B. Parking and Transit Updates – Gary Smith
 - 1. Lot 3 on Dickson – delay in construction. Scheduled to be open on Monday, September 12
 - 2. Working on hiring bus drivers - \$19.00 per hour if they have a CDL. \$17.50 per hour is the starting pay, and the transit office will train them.
 - a. Having more drivers will reduce parking congestions
 - 3. Working on hiring parking enforcers – Parking Control Officers – about \$31,200 salary
 - a. Five positions currently open
 - b. Also need part-time officers. Currently have none.
 - c. Some students have worked full-time and received the tuition discount.
 - 4. Complaints about parking
 - a. Lindell Street. It's a city street – handled by university police or city police
 - 1) There's a place on the Fayetteville city website where you can submit complaints about streets/parking. Can also report to UAPD

5. Questions

- a. What is the position title for parking enforcers?
 - 1) Parking Control Officer (PCO). Five positions are posted in Workday.
 - 2) Also need part-time officers
- b. Are there plans to expand parking near the I3R building? Parking is already limited
 - 1) There should be 46 spots added back following construction, but we lost 190 spots
- c. Are scooters allowed to take up an actual parking space?
 - 1) No, scooters and motorcycles have their own spaces. They can park in a metered space if they pay the meter. Motorcycles should have permits
- d. Are there plans for another parking garage on campus?
 - 1) Yes, there are plans. Currently there is no money allocated for it, but there are plans. Proposed site is north of Sigma Chi near Douglas and Gregg Street behind. First discussed 3-4 years when the Garland garage was built with 17,500 spots.
 - 2) Concern is that we could spend \$35-40 million garage when there may be an enrollment cliff in a few years and wouldn't need it
- e. There is an accommodation for women in their third trimester (employees). Students can file for a Title IX pregnancy accommodation. Employees file a form, and parking can provide close spaces. If there is a bigger issue with the pregnancy, can apply for ADA permits
- f. Is a garage more economical than parking lots?
 - 1) Garages require more maintenance but take up less land for spaces
 - 2) We're running out of space to build lots/garages.

V. A motion was made, seconded, and passed to approve the Staff Senate August minutes

VI. Treasurer's report – Wayne Bell

- A. Uploaded in Teams chat yesterday
- B. No new expenses posted since August, but there are a couple that should be posted soon
 - 1. Food from the retreat, nametags, and storage unit
- C. Our purchasing person will need to look at the contract for the storage unit
 - 1. The policy is on our end (procurement). The increase went from \$990 to \$1,060. If under \$1,000, could have been paid with PCard, but because it's over, we have to obtain approval.

VII. Committee Reports

- A. EOQ/EOY – Autumn Parker – Employees of the year were announced.
 - 1. Category I - Professional/Non-Faculty - Academic
 - a. Emily Wright, Project/Program Specialist, Office of Nationally Competitive Awards
 - 2. Category I - Professional/Non-Faculty - Administrative
 - a. Carolyn Shoemaker, Project/Program Specialist, Graduation and Retention
 - 3. Category II - Secretarial/Clerical

- a. Melinda Adams, Administrative Specialist III, Department of History
 - 4. Category III - Technical/Paraprofessional
 - a. Vince Capps, Computer Support Specialist, Graduation and Retention
 - 5. Category IV - Skilled/Service/Maintenance
 - a. Cynthia Ortiz, Public Safety/Security Officer, Public Safety
- B. Scholarship – Betsy Bushmiaer
 - 1. Nine applicants for fall 2022, and all were awarded
- C. Special Events – Chantel Moseby
 - 1. Celebrating end of year/end of quarter
 - a. Finding out when Dr. Robinson is available
 - b. Hoping to do something every quarter
 - 2. Plans for Staff Appreciation Week – 2nd week of October
 - a. Week surrounding employee awards banquet
 - b. Will work on plans for it offline

VIII. New Business

- A. Bylaws update – Erin Butler and Elizabeth Miller worked on updates
 - 1. Erin walked through proposed updates
 - a. Membership updates
 - 1) Edited bylaws to state that the officers and election chair in January each year would determine divisions for the upcoming year based on the org chart. Will do our best to ensure that all EEO6 classifications are represented. Explained in August why EEO6 representation would not be first priority. Reach out if you have questions about that.
 - 2) Divisions with less than 50 staff may be combined with other divisions to maintain a minimum of 50 staff for representation. After that, it would follow traditional rounding rules.
 - b. Meeting times
 - 1) Difficult to find space on Thursdays at 9:30, so exploring new meeting times. Recognized the benefits of setting a certain time for a full year to allow senators to know if they can serve.

(Note: Wifi cut out here, so the meeting was dropped for those attending virtually from this point onward).

- 2. Due to technical difficulties, those attending virtually could not hear the full presentation, so there will not be a vote today.
 - a. Please review again. The bylaws update document is in the Teams channel.

IX. Old Business

- A. None

X. Chair's Report – Roy Cordell

- A. May have a call with Margaret at the end of the month to update
- B. Forums for chancellor candidates. Some of us are meeting with them starting Monday.
 - 1. Forums will be Monday, Wednesday, Friday, and Monday, September 12-19
 - 2. All on the chancellor search website
 - 3. Don't want to give anyone an unfair advantage
- C. There is a form on the Staff Senate website. We can't respond because people provide fake email addresses or none at all
 - 1. The form requests email address so we can respond

2. The form is public
 3. Include in meeting notes – ask people to provide contact information so we can respond
- XI. Upcoming Meeting
 - A. October 13, 2022 – Unity House, Multi-purpose Room, 9:30am – 11:00am (during Staff appreciation week)
 - XII. Around the Senate
 - A. Remote/flex work committee met. Plan is still to resume in October, with the option to resume October 1.
 - XIII. A motion was made, seconded, and passed to adjourn at 10:43 a.m

Senators in attendance: Wayne Bell, Karmen Boddie, Tony Boyd, Jen Boyer, Betsy Bushmiaer, Chris Butler, Erin Butler, Garry Butler, Vince Capps, Roy Cordell, Michela Cupello, Tracy Deffebaugh, Kim Gillow, Rachel Gray, Travis Hefley, Alli Johnson, Chelsea Martin, Elizabeth Miller, Chantel Moseby, Cleston Murray, Autumn Parker, Ben Pollock, Allen Porter, Ashley Reeves, Kaitlyn Riggan, Stephen Ritterbush, Amy Shell, Myrlinda Soedjede, Trish Watkins, Carrie Whitmer

Senators not in attendance: Aaron Abbott, Derrick Hartberger, Amber Roth