

Staff Senate Meeting Minutes
November 13, 2024 1:30pm
Monthly Meeting
Willard J. Walker Hall room 232

- I. Call to Order—1:33pm
- II. Adopt the Agenda—motion made, seconded, and passed
- III. Roll Call—Autumn Parker
- IV. Campus Updates
 - a. Transit and Parking—Gary Smith
 - i. Updates will be made to Union Station over winter break.
 - ii. Reminder to move cars for men’s and women’s basketball games tonight and tomorrow
 - b. Human Resources—Amy Ochoa
 - i. Updates to annual leave accrual schedule
 1. Starting January 1, 2025 new employees will accrue as follows:
 - a. Year 1—10 hours per month/120 hours per year
 - b. Year 2—12 hours per month/240 hours per year
 - c. Year 3—12 per month/240 hours per year
 - d. Year 4—14 hours per month/240 hours per year
 - e. Year 5—14 per month/240 hours per year
 - f. Year 6+—15 hours per month/240 per year
 - g. Current employees will maintain their existing schedule through December 31, 2029.
 - h. All exempt and non-exempt will move to the same schedule.
 2. January 1, 2030 all employees will move to the same schedule.
 3. Maximum payout will be based on years of service and dollar limit
 - a. Year 1 up to 30 days/\$7500, Year 2 up to 30 days/\$12500, Year 3 up to 30 days/\$17500, Year 4 up to 30 days/\$25500, Year 5 up to 30 days/\$32500, Year 6+ up to 30 days/\$35500
 - b. Will confirm years of service if on UAF or in system
 4. FLSA changes
 - a. July salary threshold--\$43888, \$840 per week
 - b. January salary threshold--\$58656 (proposed)
 - c. Looking at all currently exempt employees who are under new threshold and presenting to deans to see what we would need to do if the law passes—not sure it will pass
 - d. Would move most who fall under the new threshold to non-exempt status due to the amount of total cost
 - e. For those who are non-exempt, time will have to be tracked and if there are overages they should be balanced within the same week.
 5. Preparing for Winter Closure

- a. Campus will be closed except for essential employees Dec. 24-Jan. 1.
 - b. 5 days are official state holidays
 - c. 2 days (Dec. 30 & 31) require leave or supervisor approved substitution.
 - d. Non-exempt, 12-month employees, may work extra hours as needed from Dec. 1-Dec. 13.
 - 6. Catastrophic leave bank donations
 - a. On hold for now pending potential changes to catastrophic leave policy, discussions happening at the system and campus levels
 - b. Once updates are known, information will be communicated.
- V. Approval of Minutes from October Meeting—motion made, seconded, requested update to attendance list, passed with revisions
- VI. Treasurer’s Report – Trish Watkins
 - a. No expenses hit this month
 - b. Obligations as part of Staff Appreciation Week of just over \$3000
 - c. EOQ awards/fringe (\$1581)
 - d. Chair salary/fringe
- VII. Committee Reports
 - a. Awards—Allen Porter
 - i. Making decision on staff part-time award
 - b. Elections—Ruth Parcells
 - i. Elections committee meets tomorrow
 - ii. Moving senator elections to April to provide more time for officer elections after senators are re-elected
 - c. EOQ/EOY—Ashley Reeves
 - i. 5 winners for 1st quarter
 - ii. Newswire going out next week to announce
 - iii. EOQ 2 nominations open, deadline January 15th
 - iv. Could use more nominations in Skilled Crafts/Service/Maintenance category
 - d. Scholarship—Alisha Gilbride
 - i. Application for spring scholarships available
 - ii. Will be on Newswire soon
 - iii. Requested a list of staff enrolled in classes from Registrar’s Office—need to receive approval from Provost’s Office, may need to work with HR
 - e. Special Events—Becca Clifton
 - i. Applications out today on Newswire for RazorGifts—deadline to apply is November 22nd @5pm
 - ii. Giftster will be open at a later date for gift purchases
- VIII. New Business
 - a. Senator Updates

- i. Cindy Ryan has left the University of Arkansas due to a restructuring caused by a grant not being renewed. Will need to be replaced
 - ii. Also need to elect a new secretary due to Wayne Bell leaving UofA.
 - 1. Roy Cordell opened nominations
 - a. Vince Capps nominated by Trish Watkins
 - b. AnReckez Daniels moved to close nominations, second by Jen Boyer
 - c. Vince Capps elected by acclimation.
- IX. Old Business--none
- X. Chair's Report
 - a. Introduced Mary Skinner as new senator taking Amber Roth's Student Affairs position as of October 2024.
 - b. Introduced Katy Adams as new senator taking Wayne Bell's At-Large position as of November 2024.
 - c. Have heard in passing that there may be some updates to inclement weather policy around "working if you are able" when campus is closed due to weather
 - d. Staff Appreciation ad hoc committee meeting with Ashley Ingram and Alesia Wells from HR to discuss all things staff appreciation—picnic, EOQ/EOY, Staff Appreciation Week, etc. HR is really interested in collaborating more on these topics.
 - i. Discussed if we are going to move Staff Appreciation Week to another time of year, we need to decide soon.
 - ii. Discussed how we celebrate Employees of the Quarter—possibly change to visiting the offices of the winners and bringing them something to honor them there.
 - iii. Next meeting scheduled for the first week of December.
- XI. Next Meeting – December 11, 2024, 1:30-3:00pm, WJWH 504
- XII. Around the Senate
 - a. Who do we talk to about not closing the Starbucks in CORD over the summer?
 - b. Why is Staff Senate not represented on the Provost search committee?
 - c. Thanks to Amy Ochoa for her commitment to Staff Senate.
 - d. Staff Senate shirts—color suggestions other than red
- XIII. Adjourn—2:50pm

Attendance: Katy Adams, Jen Boyer, Erin Butler, Becca Clifton, Roy Cordell, Michela Cupello, AnReckez Daniels, Alisha Gilbride, Kim Gillow, Walter Green, Hershel Hartford, John Jackson, Alli Johnson, Kara Karstedt, Katherine Miller, Ruth Parcels, Autumn Parker, Ben Pollock, Ashley Reeves, Kaitlyn Riggin, Jason Riley, Lee Shoultz, Shannon Siebler, Mary Skinner, Myrlinda Soedjede, Trish Watkins, Carrie Whitmer

Absent: Karmen Boddie, Chris Butler, Vince Capps, Lance Grigsby, Dani McCool, Allen Porter, Stephen Ritterbush, Dierdre Slavik