

Arkansas State University  
Staff Senate Meeting Minutes  
September 17, 2008

The Arkansas State University-Jonesboro Staff Senate met on Wednesday, September 17, 2008, in the Dean B. Ellis Library Board Room on the ASU-Jonesboro campus.

**I. Call to Order**

President Rosemary Freer called the meeting to order at 2:00 p.m. and agenda items were addressed as follows.

**II. Roll Call**

Attendance was taken:

Cindy Bode – present	Peggy Hunt – present
Sandra Bramblett – present	Jennifer Janski – present
Darryl Brotemarkle – present	David Kenley – present
Phareta Calkin – absent	Helen McCoy – present
Jon Carvell – present	Donna McMillan – present
Kaye Childs – present	Terry Merriweather – present
Jennifer Clack – present	Sharon Milligan – present
Diana Corder – present	Elaine Poynter – present
Ellena Cox – present	Gail Raspberry – present
Angela Daniels – absent	Jerry Sailor – present
Tammy Fowler – absent	Vicki Walker – present
Rosemary Freer – present	Randy West – present
Regina Gilbert – absent	Joyette White – present
Janet Hardin – present	Randy Martin – absent
Victor Hill – present	VACANT- tech/para-prof

**III. Approval of Minutes**

Motion per Sailor, seconded by Poynter, approved the minutes of the August meeting without revision.

**IV. Treasurer's Report**

The Treasurer informed the senate that no activity had taken place on the accounts, and a handout of account balances was distributed.

**V. Wellness Program Update – Chris Enger, Coordinator**

Enger reviewed current and upcoming wellness programs, and reminded everyone to remember healthy activity and healthy eating during the upcoming holiday months. Staff members that enrolled in Walk-tober (a month-long exercise initiative during the month of October) would have access to share-able route maps and participants meeting the requirement would receive a long-sleeved t-shirt. Enger gave the website address as <http://astate.walktober.com>. Other upcoming events included the "Maintain, Don't Gain" program, where participants could win prizes, and would be held prior to the Thanksgiving Holiday. He also previewed new insurance programs being looked at (such as a health risk appraisal, health coaching, stress management, and weight management) and encouraged all to participate in the Boyer Mile, which would span four Tuesdays (Sept. 23-Oct. 14) where participants would walk one mile at the "old track" location, and noted that it could be counted towards their walktober total.

**VI. Old Business**

A. Report on Shared Governance Oversight Committee – Rosemary Freer

Freer initiated discussion by informing the senate of various meetings between herself and the writing committee of the SGOC proposal, with the staff senate executive committee, and with Dr. Potts, whereas no concessions were offered towards the staff senate position and Potts had offered to re-write the proposal, offer for review, and if needed, meet with staff senate executive committee and writing committee to attempt a compromise. Freer stated she was "cautiously optimistic." Discussion of proposal ensued. A motion by Senator Sailor to call a special meeting of the senate failed to obtain a second, however, discussion resulted in its' revision and subsequent second by Senator Jasinski, to proceed by (a) expressing our concerns and wait on a reply, (b) attend, if possible, the "Town Hall" meeting scheduled prior to the Faculty Senate meeting to discuss the SGOC proposal, and (c) respond accordingly. Motion passed. It was acknowledged that pending Potts re-write, action by the faculty senate was not expected at that meeting.

**B. Town Hall Meeting Update – Donna McMillan**

Senator McMillan reported final arrangements in place for the Town Hall Meeting, and distributed copies of the submitted questions. An open microphone would allow for questions following the agenda of pre-submitted questions, and the location would be the Student Union Auditorium, from 2:00-4:00 pm on September 24<sup>th</sup>.

**C. Centennial Steering Committee Update – Laura Cremeens/Rosemary Freer**

Laura Cremeens spoke to the senate regarding a staff senate centennial celebration project for consideration. The project was a quilt with scanned photographic images and text blocks, submitted by the staff, noting their ASU experiences. Cremeens supplied handouts of projected cost/income potential as well as sample forms for submission of materials. Motion per Senator Bode to support the project and form a committee to administer the project, including modifying the forms as deemed necessary for legal issues. Motion seconded by Senator Hill and passed upon vote. Senators volunteering to serve along with Freer on the committee were Clack, Raspberry, Bode, and Jasinski. Freer then spoke to the senate about another Centennial Celebration project that staff had been approached about participating in, as was the faculty. This project was for recognition of service and contribution to the university, and staff would be charged with providing 100 nominees. Senators were asked to distribute information on the nomination process.

**D. Staff Senate Booth at the Benefits Fair**

Senator Corder reported that the employee benefits fair was scheduled for October 29, 2008, in Centennial Hall of the Student Union. The theme was "fiesta" style and would be called "Nacho Ordinary Benefits Fair." The staff senate booth would be set up, decorated, and manned by volunteers, Senators Hill, Bode, and Milligan. Discussion included reminder that the benefits fair would be the "last chance" for staff members to submit educational stipend applications.

**VII. New Business**

**A. System Handbook – need a committee for review**

Discussion included a request for a review committee, however, Senator Hill stated that a review committee had already been involved in the revision of the handbook, so personal review by the senators was all that was needed.

**VIII. Announcements and Reminders**

**A. Groups list on list serve – Jennifer Clack**

Senator Clack informed the senate that an email list serve was available that included all staff senators, and could be found in the global address book of our campus email directory.

**B. Next meeting October 15, 2008 2:00 p.m.**

**IX. Adjournment**

Meeting adjourned.

Respectfully submitted,

Gail Raspberry, Staff Senate Secretary