

Arkansas State University  
Staff Senate Meeting  
December 13, 2006

The Arkansas State University Staff Senate met on Wednesday, December 13, 2006, in the Dean B. Ellis Library Board Room on the ASU-Jonesboro campus. President Laura Cremeens called the meeting to order at 10:00 a.m. In attendance:

Lesley Bauders – present  
Margaret Brewer – present  
Steve Brown – present  
Carol Byrd – present  
Joycelyn Coleman – absent  
Laura Cremeens – present  
Patrick Dixon – absent  
Tami Freeman – present  
Toni Holt – present  
Rhonda Keith – present  
L. C. Kennedy – present  
Donna Kirksey – present

Jerrod Lockhart – present  
Randy Martin – present  
Dena May – present  
Terry Merriweather – present  
Don Neldon – proxy Gerald Atkisson  
Jerry Sailor – present  
Mia Sheppard-Taylor – present  
Brandi Thompson – present  
Natalie Turney – absent  
Neal Vickers – present  
Vicki Walker – present  
Evelyn Weatherford – absent

Departing Senators:  
Victor Hill – present

Part-Time Senators:  
Debbie Jernigan – present  
Vanita Harvey – present

**Minutes:**

The minutes of the November meeting were approved.

**Treasury Report:**

Senator Rhonda Keith, Treasurer, distributed a one-page report of Staff Senate account balances as of November 30, 2006. The treasurer's report was accepted as presented.

**Other Business:**

Chris Enger, Wellness Program Coordinator, reported that screenings for cardiovascular health would be held January 22 – 25, 2007 for employees covered by insurance through ASU –

spouses and dependents are not eligible. Sign-up will begin after the holiday break. The screening will include 10 tests; cost will be \$20 co-pay amount.

The Arkansas Fitness Challenge will start March 1 and those who participate will have 90 days to complete 30 days worth of exercise.

Fitness classes will resume January 2 and a survey will be sent out to employees for feedback on additional classes.

President Cremeens stated that Dr. Mason asked to be moved to the January meeting to talk about the State Employee Salary adjustments because he will have more information to present at that time.

#### **New Business:**

**Departure of Senator** - Senator Neal Vickers resigned his duties as Staff Senate Vice-President and senator, and thanked everyone for allowing him to serve. President Cremeens expressed her appreciation of his contributions and wished him well in his new endeavors.

In accordance with Senate bylaws, President Cremeens asked for nominations to fill the vacant position. Two individuals were named - L. C Kennedy, senator from the Clerical/Secretarial EEO category, and Lesley Bauders, senator from the Non-Faculty Professional category. On a motion by Senator Jerry Sailor, seconded by Senator Tami Freeman, nominations ceased. Senator Bauders was elected by a majority vote by paper ballot.

The remainder of Senator Vickers' term will be filled among those in his EEO category who received the next highest number of votes in the last election.

President Cremeens stated that Carol Barnhill has agreed to return as parliamentarian, a role previously filled by Senator Vickers.

**Staff Handbook** – President Cremeens asked for volunteers for an ad hoc committee to review the Staff Handbook. She asked that members make note of areas that need clarification, and particularly on known policies and procedures that have been omitted.

Senator Merriweather, Senator Freeman and Senator Brown agreed to serve on the committee. Senator Freeman recommended that the committee include employees from across campus. President Cremeens asked each senator to provide the name of one person from their EEO category who is willing to serve on the committee. She request receipts of those names no later than January 31st.

**Attendance Policy** – President Cremeens reminded everyone that Staff Senate bylaws include an attendance policy which states that a senator who accumulates three absences within a term year is subject to dismissal from their position. She said the senate executive council would review this year's attendance record and contact those senators who are or have already exceeded the absence limit. She also reminded senators to send the name of their proxy to Secretary Vicki Walker and to copy her.

**Other Announcements** – President Cremeens announced that a reception for Dr. Potts would be held on the same day as our next regular meeting, January 17, at 1:15 in the Library 8<sup>th</sup> floor. She said Dr. Potts would also address the Senate during the meeting. Refreshments will be served at the reception.

President Cremeens reminded Senators serving on the picnic, general assembly and performance awards committees to be working on dates for the event and scheduling meetings.

The meeting was adjourned at 10:45 p.m.