

Staff Senate Minutes  
Wednesday, May 19, 2004

Call to Order: 2:10 p.m.

Persons Attending: Carol Barnhill, Tony Bittle, Margaret Brewer, Mark Clark, Patrick Dixon, Ann Ford, Tami Freeman, Jeff Gulley, Victor Hill, Toni Holt, Donna Kirksey, Jerrod Lockhart, Judy McCay, Don Neldon and Carolyn Reece.

Proxies: Sandra Bramblett for Carolyn Douglas, Sue Marlay for Roger Lee and Stephanie Pointer for Vic Nelson.

Absent: Christopher Cambron, Barbara Coker, Philip Jackson and Evelyne Weatherford.

Minutes and Treasurers report were approved as submitted. Treasurer report was read by President McCay. Balances in accounts were:

Staff Senate Discretionary Account - \$2,762.93  
Staff Senate ASU Account - \$692.94  
Santa's Tribe Discretionary Account - \$12,714.62  
Santa's Tribe ASU Account - \$1,041.45

No payroll deductions have been added at this reading.

Expenses paid for Distinguished Performance Award: Sodexo- \$498.57, Print shop (programs and invitations) - \$622.00 and Misc. - \$180.42.

**CLIP UPDATE**

President McCay read a letter/memo from the Chief Fiscal Officer of the State in Little Rock regarding the State mandatory limits to the awarding of CLIP funds. 4% of Salary is the maximum allowed for evaluations of "Exceeds Standard" and 2% for "Above Average". Clip information needs to be handed into Human Resources by June 1, 2004 and these funds will be distributed by the end of June. The question was asked if ASU could pay more than the 4% and they were told they had to go by the memo that Dr. Wyatt had received.

**ELECTION OF OFFICERS**

President-Tami Freeman  
Vice President – Victor Hill  
Secretary – Donna Kirksey  
Treasurer-Ann Ford

**SHARED GOVERNANCE REPORT**

1) The removal of provision for International Students to be conditionally admitted to ASU. Students will need documentation of both financial ability and language proficiency before they are admitted. The recommendation was voted

on and passed with 15 senators for and 1 against. This will not affect the CESL program.

2) The proposal of ASU employees to be allowed 3 hours per week for physical fitness in lieu of 3 hours per week for educational purpose was presented. After much discussion, with concerns such as comparison of taking summer classes (where employees have to use their vacation days) rather than during the fall/spring. In the fall/spring employees can take educational classes without using vacation days. Also, could other physical fitness centers in the city be used instead of the ASU facilities? The question was asked if the availability of the HYPER building for employees would not be a problem during scheduled student classes or to accommodate the number of people at any one time. The staff senate approved this proposal with the recommendation that these concerns be taken by HR Pam Davis, on the Fringe Benefit Committee, back to the committee for review.

### **COMMITTEE REPORTS**

Picnic—Senator Ann Ford reported the Staff Senate Picnic is still being planned. A great job by the committee and response from suppliers and members has been received. The items for the “Silent Auction” are being posted on email. Senators were encouraged to sign up to bring food or to help.

### **OTHER BUSINESS**

A question as to why the 2 recipients of the 30 year service at the Distinguished Performance Award ceremony was given certificates and not a plaque. Normally, in years past 30 year recipients got a plaque. However, this year they were administrative faculty and would also qualify for faculty senate recognition. After discussion, a suggestion was made to in the future having maybe one ceremony to recognize faculty and staff for years of service. Another question was asked about giving a plaque to staff that have been here for 25 years of service and this will be brought up at a later date.

Someone suggested that we recognize Lisa Glasco with an award for keeping up with the web page for Staff Senate.

### **SANTA’S TRIBE**

Senator Ann Ford was asked by the Santa’s Tribe committee if the Application form be put on the Staff Senate website. Request was approved by Staff Senate.

### **NEW BUSINESS**

1) A request for 3 floating holidays is accrued to the employees in lieu of the 3 mandated days assessed employees during the Christmas holiday. An HR representative stated that only the Governor can approve additional holidays.

2) A request was made to use any funds left in the FY 03-04 Staff Senate E & G account to purchase paper supplies (i.e. plates, napkins, spoons, forks, etc) and stored for future use.

A plaque for out-going Staff Senate President Judy McCay was presented by Tami Freeman.

The meeting was adjourned at 3:00 p.m.