

**Staff Senate**  
**Arkansas State University**  
Meeting Minutes  
May 18, 2005

The regular meeting of the ASU Staff Senate was called to order by President Tami Freeman at 2 p.m. on Wednesday, May 18, 2005 in the Dean B. Ellis Library Board Room. A roll count of senators revealed attendance as follows:

<b>Senators</b>	<b>Present/Absent</b>	<b>Proxy</b>	<b>EEO Category</b>
Bauders, Lesley	Present		Non-Faculty Professional
Bittle, Tony	Present		Service/Maintenance
Brewer, Margaret	Present		Non-Faculty Professional
Byrd, Carol	Present		Non-Faculty Professional
Coker, Barbara	Present		Non-Faculty Professional
Cremeens, Laura	Present		Secretarial/Clerical
Dixon, Patrick	Absent	April Hicks	Executive Managerial/Administrative
Ford, Ann	Present		Technical/Para-Professional
Griffin, Jimmy	Present		Skilled Crafts
Gulley, Jeffrey	Absent		Skilled Crafts
Hill, Victor	Present		Non-Faculty Professional
Holt, Toni	Present		Technical/Para-Professional
Keith, Rhonda	Present		Non-Faculty Professional
Kirksey, Donna	Absent		Secretarial/Clerical
Lee, Roger	Present		Executive Managerial/Administrative
Lockart, Jerrod	Present		Non-Faculty Professional
Martin, Randy	Absent		Technical/Para-Professional
May, Dena	Present		Non-Faculty Professional
Neldon, Don	Present		Skilled Crafts
Reece, Carolyn	Absent		Secretarial/Clerical
Sheppard-Taylor, Mia	Present		Service/Maintenance
Turney, Natalie	Absent		Secretarial/Clerical
Weatherford, Evelyn	Absent	Betty Dotter	Service/Maintenance
White, Vicki	Present		Non-Faculty Professional

**A. Approval of Minutes**

The minutes of the April 20 meeting were unanimously approved as distributed.

## B. Approval of Treasurer's Report

Treasurer Ann Ford reported ending balances as of May 16 in Staff Senate accounts:

### University accounts:

E&G Account Number 201100:	\$ 1,396.70
Agency Account – Santa's Tribe 901220:	\$ 351.18

### Foundation Accounts:

Staff Senate Discretionary Account:	\$ 3,412.38
Santa's Tribe Discretionary Account:	\$14,707.52

### Expenditures from 4/20/05 to 5/16/05:

#### Distinguished Performance Awards:

Reception	\$ 494.64
Table Cloth and Skirt	\$ 21.60
Invitations	\$ 97.00
Programs	\$ 119.00

#### Copies:

Ballots	\$ 148.70
Minutes	\$ 40.56

The treasurer's report was approved unanimously as distributed.

## C. Discussion Items

1. 2005 Distinguished Service Awards Ceremony Update. Judy McCay reported that the ceremony was a success in spite of the change in the order of events. Dessert was scheduled to be served before staff convened for the presentation of awards. Because of a delay in food delivery, the committee decided to proceed with the award ceremony. Consequently, those who had planned to skip the dessert portion of the event arrived too late to receive their certificates. McCay said the change negatively affected only a small number of people but the committee regrets it nonetheless. She noted that some committee members have received positive comments regarding the order of events and may consider planning next year's program to begin with award presentations followed by dessert.

McCay also said award criteria guidelines for should be documented and published. It will clear up any misunderstandings that may occur regarding the eligibility for awards.

2. Wellness Program Update. Chris Enger reported that an abs exercise class is now held at noon on Tuesdays and Thursdays in the HPESS building. He said plans for a water aerobics class are in the works and he will send campus-wide notice when it becomes available.

Enger said the Arkansas Fitness Challenge will end on May 30. A celebratory cookout for participants from St. Bernards and ASU will take place on June 2 from 11-2. ASU participants interested in attending are invited to join the walk to Matthews Street (where it divides into Washington and Matthews) to meet St. Bernards participants. The ASU group

will begin their walk at 11:30 starting at the fountain west of the Student Union. He added that group walks will continue after May 30 even though the Challenge will have ended.

3. Employee Picnic Update. Ann Ford reminded everyone that the employee picnic will be Wednesday, May 25 from 11-1:30 at the Pavilion. She said they still need volunteers to bring desserts and potato salad. Those who wish to donate these items may drop them off at the Pavilion starting at 7:30 a.m. the day of the picnic. Volunteer workers are also needed. Anyone interested in helping may contact her for instructions at the picnic. Advance contact is not required. Ford also said employees should soon receive a flyer in campus mail that provides details about the event.
4. Departing and Incoming Staff Senators. Vice President Victor Hill thanked departing senators for their service on the Staff Senate. They were presented with a certificate of appreciation and their Senate nameplate. Those whose terms expired May 2005 are:

Jeff Bailey, Carol Barnhill, Mark Clark, Carolyn Douglas, Dylan Fisher, Tami Freeman, Judy McCay and Vic Nelson.

Hill also welcomed incoming members to Staff Senate. Terms for the following new senators will expire in May 2008:

Lesley Bauders, Carol Byrd, Laura Cremeens, Rhonda Keith, Randy Martin, Dena May, Mia Sheppard-Taylor and Vicki White.

5. Recognition of Outgoing Officers. President Freeman presented a certificate of appreciation for the service and dedication of the 2004-2005 Staff Senate officers:

Victor Hill – Vice President, Ann Ford – Treasurer, and Donna Kirksey – Secretary.

Vice President Hill presented a plaque to President Freeman in recognition of her service as Staff Senate President for 2004-2005. She thanked all senators for their participation, noting that many policy changes and adoptions have come about as a result of seemingly small ideas from staff members. She encouraged senators to consult regularly with those they represent and to bring forth all ideas or suggestions received from them.

6. Election of New Officers. Nominations and voting results for new officers follows:

Nominees for president: Victor Hill – chosen by unanimous vote.

Nominees for vice-president: Tony Bittle – chosen by unanimous vote.  
Laura Cremeens (declined nomination)

Nominees for treasurer: Ann Ford – chosen by unanimous vote.

Nominees for secretary: Laura Cremeens – chosen by unanimous vote.  
Margaret Brewer (declined nomination), Toni Holt (declined nomination)

#### **D. New Business**

No new business was presented for discussion.

**Adjournment:**

Meeting was adjourned at 1:35 p.m. by President Freeman. The next general meeting will be at 2 p.m. on Wednesday, June 15, 2005 in the Dean B. Ellis Library Board Room.

Minutes submitted by:

Laura Cremeens