

Arkansas State University
Staff Senate Meeting
September 19, 2007

The Arkansas State University Staff Senate met on Wednesday, September 19, 2007, in the Dean B. Ellis Library Board Room on the ASU-Jonesboro campus. Laura Cremeens, Vice President for Communications, called the meeting to order at 2:00 p.m. In attendance:

Deanna Barton – present	Rhonda Keith – present
Lesley Bauders – present	L. C. Kennedy – present
Sandra Bramblett – present	Cameron Martin – present
Steve Brown – present	Randy Martin – proxy Jarrod Long
Carol Byrd – present	Dena May – proxy Margaret Brewer
Phareta Calkin – present	Helen McCoy – present
Jon Carvell – present	Terry Merriweather – present
Glenda Childs - present	Sharon Milligan – present
Joycelyne Coleman – proxy Carol Smith	Elaine Poynter – present
Ellena Cox – present	Gail Rasberry – present
Laura Cremeens – present	Jerry Sailor – present
Patrick Dixon – present	Mia Sheppard-Taylor – absent
Tami Freeman – present	Natalie Turney – absent
Rosemary Freer – present	Jennifer Jasinski – present
Vanita Harvey – present	Vicki Walker – present
Debbie Jernigan – present	Tim Weaver – resigned

Minutes:

The minutes of the August meeting were approved.

Treasury Report:

Senator Freeman, treasurer, distributed a one-page report of Staff Senate account balances as of August 31, 2007. The treasurer's report was accepted as presented.

Wellness Program Update:

Chris Enger, Wellness Program Coordinator, reported that *Walktober* will be held October 1- 31. Participants will log activity similarly to *Active in August*. Prize drawings will be held throughout the program.

Mr. Enger also stated that the *No Gain – Maintain* program will be offered during the holiday season again this year. More information will be placed on the ASU Daily Digest about these two programs.

New Business:

Greg Williamson, Information and Technology Services, gave a presentation on the new discussion forum available to faculty and staff. The vBulletin Board may be accessed by logging into apps@astate.edu/bullentin.

Senator Cremeens presented the two shared governance proposals that required a vote by the Senate. Discussion was heard on each proposal and voting results were as follows:

Conflict of Interest and Commitment Policy: The policy was approved in general with the following recommendations for change:

- Page 1, Disclosure and Remediation, paragraph 2, first and second sentences: We recommend that the employee be given a copy of the written approval, disapproval or proposed remedial action only after both his/her supervisor and the supervisor's superior have signed the form.
- Page 1, Disclosure and Remediation, paragraph 2, fourth sentence: Define "serious conflicts."
- Page 1, Disclosure and Remediation, paragraph 4: "The Office of Human Resources shall be a repository for reports of each division..." This statement conflicts with information on the signature form that states the record will be maintained in the office of the supervisor.
- Signature Form: Change "department chair" to "supervisor."

Gambling Policy: Staff Senate discussed the policy but took no action because more explanation about the rationale for the proposal is requested. The only motion approved was to request clarification on the need for the policy revision.

Senator Dixon gave an update from the Fringe Benefits Committee on an increase in health care premiums for employees. The increase was deemed necessary to compensate for the \$1 million shortfall created by the difference in the amount of claims paid to health care providers and pharmacies compared to the amount of premiums paid by the University and its employees. The increase is recommended to take effect January 1, 2008.

Other Business:

Senator Cremeens passed around a sign-up sheet for volunteers to work one hour shifts in the Staff Senate booth at the Benefits Fair on October 24 in the Student Union Centennial Hall from 10 am – 3 pm.

Announcements:

Senator Cremeens welcomed new senator Sharon Milligan who replaces Brandi Thompson in the Service/Maintenance category.

The meeting was adjourned at 3:20 p.m.