

Arkansas State University
Staff Senate Meeting
September 21, 2006

The Arkansas State University Staff Senate met on Thursday, September 21, 2006, in the Facilities Management Conference/Lunch Room on the ASU-Jonesboro campus. President Laura Cremeens called the meeting to order at 2:03 p.m. In attendance:

Lesley Bauders – present	Jerrod Lockhart – present
Margaret Brewer – proxy (Carol Tinsley)	Randy Martin – present
Steve Brown – present	Dena May – present
Carol Byrd – present	Terry Merriweather – present
Joycelyn Coleman – present	Don Neldon – proxy Kyle Cooper
Laura Cremeens – present	Jerry Sailor – present
Patrick Dixon – present	Mia Sheppard-Taylor – present
Tami Freeman – present	Brandi Thompson – present
Toni Holt – present	Natalie Turney – absent
Rhonda Keith – present	Neal Vickers – present
L. C. Kennedy – present	Vicki Walker – present
Donna Kirksey – present	Evelyn Weatherford – proxy Jill Self
Departing Senators:	Part-Time Senators:
Victor Hill – present	Debbie Jernigan – present
	Vanita Harvey – present

Minutes:

The minutes of the July meeting were approved.

Treasury Report:

Senator Rhonda Keith, Treasurer, distributed a one-page report of Staff Senate account balances as of August 31, 2006. The treasurer's report was accepted as presented.

Other Business:

Margaret Watson, Banner Project Manager, gave an update on Banner implementation. She said we are 26 months in to the 36 month project for implementation of baseline Banner functions. She also indicated that enrollment for classes; billing, collections and refunds went

smoothly for the fall semester. The payroll/human resources module is scheduled to go-live January 1, 2007. The last module in the baseline system will be development/advancement module and is expected to go-live on July 1, 2007. Once all baseline modules are in place, improvements to all the modules will be made.

President Cremeens distributed information on AccessPoint. She indicated that Staff Senate has a group available through the portal which is open to all staff. She encouraged all senators to join the group for future communication purposes.

Lori Roach, Humans Resource Director, gave an update on the pay plan study. She stated that Dr. Mason is meeting with other higher education personnel as a committee to review the new job descriptions and provide feedback before the plan is presented to the Arkansas State Legislature in October. She indicated that several job titles had been changed and it will be up to the Legislature whether to approve these changes. Vice President Neal Vickers asked Ms. Roach if she knew how these changes would be funded if the Legislature passed the new proposal. She indicated she could not answer at this time it would be up to the Legislature and it was in hoped that it will provide the extra funding.

Ms. Roach also gave information on the Benefits Fair to be held October 17th on the 3rd floor of the Student Union. Mailers will go out to all employees by interdepartmental mail with information on the event and will include a list of door prizes to be given away. She stressed that this was a great time to get answers to problems with current coverage and speak to the appropriate representatives.

President Cremeens stated that the Staff Senate Executive Committee was invited to participate in the interview process for Chancellor candidates. The committee met immediately after each interview to evaluate the candidate's response to questions. At the conclusion of the interview process, the committee sent a letter of recommendation to the Chancellor Search

Committee endorsing Dr. Robert Potts for the position. She also stated that we had a list of strengths and weakness's on each candidate if any one would like to see how the Executive Committee ranked them.

Lola Langley, Chair of Santa's Tribe, gave a brief update on the group's current activities. Last Christmas, Santa's Tribe received 24 applications for assistance and helped 73 individuals with food, clothing and toys which totaled \$7,000. Throughout the year, the group also helped employees needing assistance during natural disasters and for special circumstance needs. Applications for this year's Christmas award will be sent by interdepartmental mail by October 20th and the deadline to be returned is November 10th. Applications can be submitted by the employees themselves or for another employee who is in need. The application form is available from the Staff Senate website and via the Staff Senate Group in AccessPoint (in the "Files" section).

Lola thanked all who have contributed to Santa's Tribe and encouraged senators to ask their constituents to consider becoming a contributor, too. Donations are appreciated and may be to Santa's Tribe in cash, through payroll deduction and through Torchbearers. Upcoming fundraisers include caramel apple sales at the Benefits Fair on October 17th and at the Little Bit a Christmas Arts and Craft Show on November 10 - 12.

Sandra Bramlett, Treasurer of Santa's Tribe, provided the group's treasury report.

Tia Wheeley, Staff Senate Educational Stipend Committee Co-Chair, distributed a proposal for the Senate to consider increasing the amount awarded to stipend recipients. A lengthy discussion followed. Upon motion by Senator Randy Martin, second by Senator Vickers, the Stipend Committee will review all applications and report back to the Senate with scoring results, at which time the Senate will vote on how many to fund, the minimum being 10 awards of

at least \$200 each. The motion passed. The Stipend Committee will present its recommendation to the Staff Senate at the November regular meeting.

Applications will be available on the Staff Senate website and the Staff Senate AccessPoint Group. An announcement of the award availability will be made via the ASU Daily Digest and fliers will be sent to employees by interdepartmental mail. Deadline for submitting an application will be November 1.

Chris Enger, Wellness Program Coordinator, reported that St. Bernards Regional Medical Center will be at the Benefits Fair to do provide various health screenings and the mobile mammography unit will be on campus to provide mammograms by appointment. He also encouraged all employees to participate in Walktober, a program in which each individual sets exercise goals for themselves. Group campus walks will be planned to aid participants in meeting their goals, and those who do will receive a t-shirt. All participants will be eligible for weekly drawings.

Senator Jerry Sailor asked about information posted on the ASU Human Resources website which provided information on each pay grade and wages within those grades. His main concern is that the information shown on the site doesn't seem to be reflected in the salaries of ASU employees, particularly those who have significant years of service here. Lori Roach, Human Resources Director, stated that what was shown is the current State of Arkansas structure and it gave the prospective candidate an idea of the salary range for the position listed. She also indicated that currently there is no plan in place for individuals to move vertically in their pay grade according to the chart shown for each position. President Cremeens invited Ms. Roach and/or Dr. Mason to attend a future Senate meeting and answer questions regarding this and other questions about salary structuring at ASU. President Cremeens asked all senators to ask their constituents for questions and e-mail them to her with a copy to Senator Walker.

President Cremeens reminded everyone about the Benefits Fair on October 17. She also asked each senator to wear their red shirts to the Senate meeting on October 18 because a group photo will be taken at 1:30 before the meeting begins at 2:00. She also reminded all that there will be an APERS (Arkansas Public Employee Retirement System) seminar to be held in Paragould on November 16.

The meeting was adjourned at 3:22 p.m.