

**STAFF SENATE MEETING AGENDA**  
**Wednesday, June 17<sup>th</sup>, 2015, 2:00 pm**  
**Dean B. Ellis Library Boardroom**

- 1. Call to Order**
- 2. Roll Call**
- 3. Routine Business**
  - a. Meeting minutes**
  - b. Treasurers report**
- 4. Old Business**
  - a. Recognition Wall Committee Service**
  - b. Communication with Senators & Staff  
- Payroll Card Update**
  - c. Constitution & Bylaws Update**
- 5. New Business**
  - a. Maurice Gibson, Assistant Vice Chancellor for Diversity**
  - b. Staggering of Terms**
  - c. Staff Senate Pictures**
- 6. Report from the President**
- 7. Open discussion**
- 8. Announcements and Reminders**

Last Name	First Name	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16
Banks	Kiffany	Absent											
Broadway	Paula	Present											
Brown	Steven	Present											
Coggins	Robert	Absent											
Copeland	Shane	Present											
Cox	Ellena	Proxy											
Cureton	Timothy	Present											
Davis	Rodney	Present											
Everett	Adrian	Present											
Forrest	Vera	Present											
Fulton	Loretta	Proxy											
Hampton	Brandy	Present											
Harris	Deanna	Present											
Locke	Terry	Present											
Long	Jarrod	Present											
Martin	Randy	Present											
McCain	Carla	Present	Present										
Miller	Curtis	Present											
Novalick	Jennifer	Present											
Phillips	Hope	Present											
Poynter	Elaine	Present											
Privett	Amy	Present											
Schreier	Patricia	Present											
Tate	Randall	Present											
Turner	Nikki	Present											
Turney	Natalie	Present											
Wheat	Scottie	Present											
Wright	Debra	Present											

**Proxies**

May-15 Terrie Rolland for Ellena Cox, Leigh Anne Hall for Loretta Fulton  
Jun-15

Arkansas State University

Staff Senate Meeting

May 20, 2015

The Arkansas State University Staff Senate met on Wednesday May 20, 2015, in the library Boardroom (8<sup>th</sup> floor) on the ASU – Jonesboro campus, staff senate president, Angela Daniels called the meeting to order at 2:03 pm.

In attendance: Paula Broadway, Steven Brown, Ellena Cox, Shane Copeland, Terrie Rolland proxy for Ellena Cox, Tonya Crittenden, Timothy Cureton, Angela Daniels, Rodney Davis, Adrian Everett, Vera Forrest, Leigh Anne Hall proxy for Loretta Fulton, Brandy Hampton, Deanna Harris, Terry Locke, Jarrod Long, Randy Martin, Carla McCain, Curtis Miller, Jennifer Novalick, Hope Phillips, Elaine Poynter, Amy Privett, Patricia Schreier, Randall Tate, Nikki Turner, Natalie Turney, Scott Wheat, Debra Wright.

**April Minutes:**

Minutes were approved with noted corrections. Randall Tate moved to accept the minutes, Adrian Everett seconded.

**April Treasury:**

The Treasury Report was presented by Nikki Turner. Items of note were entries of shirts for new senators and stipends.

**Old Business:**

- a. Committee Appointments update – Angela Daniels highlighted the committee listing and the need for the final committee appointments. If there are any senators that wish to volunteer, please contact Nikki Turner. If there are any remaining openings they will be opened up to all constituents.
- b. Distinguished Performance Awards update – Hope Phillips presented the update noting that everything went very well and had good attendance. Jennifer Novalick mentioned that she thought the auditorium venue was better than the large openness of Centennial Hall.
- c. Staff Appreciation Picnic update – Nikki Turner gave the update for the picnic. As of the meeting bids totaled \$3329.81, the online bids were a little over \$600 and would close at 7pm. There was a drop in attendance from last year. Elaine Poynter asked if there were any complaints with scanning badges this year. Scanning was done this year for a head count instead of using the paper meal tickets. It was mentioned that there would be a meatless option next year. It was listed on the flyer that went out, but was not offered at picnic.

**New Business:**

- a. Senate Elections – Angela Daniels opened the floor for elections of new officers.
  - a. President: Randall Tate nominated Nikki Turner, Paula Broadway nominated Elaine Poynter. Both Nikki and Elaine accepted the nomination. Paper ballots were distributed. The final count was Nikki Turner 16, Elaine Poynter 6. With election of new president, Nikki presided over the remainder of the meeting.
  - b. Vice President: Jennifer Novalick nominated Randall Tate. No other nominations were made. Randall accepted nomination and office of Vice President.

- c. Vice President for Communications: Nikki summarized the responsibilities of this office prior to nominations. Shane Copeland was nominated by Brandy Hampton, and Scott Wheat was nominated by Elaine Poynter. Both accepted their nomination. Paper ballots were distributed. The count was Scott Wheat 13, Shane Copeland 11.
- d. Treasurer – Nikki Turner summarized responsibilities of the Treasurer. Carla McCain nominated Elaine Poynter; Vera Forrest nominated Amy Privett; Randall Tate nominated Brandy Hampton. Brandy and Amy accepted nominations, Elaine declined. Ballots were distributed to senators. The count was Brandy Hampton 14, Amy Privett 10.
- e. Secretary – Nikki summarized responsibilities of this office. Hope Phillips nominated Carla McCain. No other nominations were made. Carla accepted the nomination and the office of Secretary.

**2015-2016 Staff Senate Officers**

**President – Nikki Turner**

**Vice President – Randall Tate**

**VP for Communications – Scott Wheat**

**Treasurer – Brandy Hampton**

**Secretary – Carla McCain**

**Report from the President and Open Discussion:**

- a. Angle Daniels stated that we were moving forward with the wall plaque and that the constitution and bylaws should go for approval at the next board meeting.
- b. Carla McCain asked when committee members have to be decided on. Angela replied that they have to be turned in by fall. Any volunteers should contact Nikki Turner by June 17<sup>th</sup>.
- c. Rodney Davis asked if there was a place to find descriptions of the different committees. This information should be listed on the A-Z index under Shared Governance.
- d. June meeting is June 17<sup>th</sup>, 2015 at 2:00 pm.
- e. Randall Tate motioned to adjourn at 2:38 pm.

**Arkansas State University  
Staff Senate Treasurer's Report  
May 31, 2015**

<u>University E &amp; G Accounts</u>		<u>Beginning Balance</u>	<u>Debit/Credit</u>	<u>Remaining</u>
<b>Staff Senate</b>	Balance Forward	\$1,041.43		
110000-120008-1630	Postage		(48.08)	
	Food and Supplies for Staff Senate Picnic		(608.61)	
	Food for New Senator Reception		(205.88)	
	Shirts for New Senators		(323.19)	
	Sign Shop Charge for Outgoing President Trophy		(47.04)	
				<u>\$ (191.37) *</u>
<b>Santa's Wolves Agency Account</b>	Balance Forward	\$1,605.63		
930002-390000-5000	No May Activity			
				<u>\$ 1,605.63</u>
<b>ASU Foundation Accounts</b>				
<b>Santa's Wolves</b>	Balance Forward	\$34,093.55		
200067	May Contributions		593.24	
				<u>\$ 34,686.79</u>
<b>Staff Senate Discretionary</b>	Balance Forward	\$12,553.60		
200069	Donations		454.00	
	Bake Sale Revenue		127.81	
	Silent Auction Revenue		2,782.00	
				<u>\$ 15,917.41</u>
<b>Staff Senate Educational Assistance</b>	Balance Forward	\$2,144.35		
230139	May Contributions		66.62	
				<u>\$ 2,210.97</u>

\*Transfer has been requested from the Staff Senate Discretionary Account to cover the negative balance.