

# STAFF SENATE

Friday, June 2, 2017

*Meeting Minutes*

## CALL TO ORDER

The Ozark Campus Staff Senate was called to order on Friday, June 2, 2017 at 9:35 a.m. in Conference Room 137 in the Ozark Health Science and Wellness Building.

## ROLL CALL

### Senators Present:

Jennifer Thomas  
David Spicer  
Peter Clifton

Sandra Anderson  
Laura Rudolph  
Stacie Harden

### Ex-Officio Present:

Beverly Nehus

### New Senate Members Present:

Mike Bogue  
Julie Schmalz

**MINUTES:** The minutes from the May 3, 2017 Senate meeting were distributed. A motion to approve the minutes was made by Senator Clifton, seconded by Senator Spicer, and all approved, motion carried.

## NEW BUSINESS

- **Report from President's Communication Committee:** President Rudolph provided a summary from the President's Communication Committee meeting on the following topics:
  - Applications are being accepted for Leadership Franklin County. ATU Ozark send two employees.
  - Technology upgrades are currently taking place.
  - Reminder of Year-End deadlines.
  - Budget concerns were announced, and the University as a whole was reminded that to increase revenue, students must increase.
  - Dr. Underwood retired as of June 1<sup>st</sup>.
  - New HR Director will begin employment June 1<sup>st</sup>.
  - Classified employee evaluations must be completed in a timely manner and sent to the appropriate channels for bonuses to be processed.
  
- **Report from Russellville Staff Senate:** Secretary Thomas did not provide a report from Russellville Staff Senate as their Staff Senate meeting had not occurred.
  
- **Welcome New Senators:** Julie Schmalz and Mike Bogue were elected as the new senators and will serve a three year term beginning July 1, 2017. The new members were welcomed and invited to stay for the remainder of the meeting.

- **Staff Senate Elections:** Staff Senate Elections will take place at the July meeting for the following positions: President, Vice President, and Secretary.
- **Birthday Cards:** Cards were presented for July Staff Birthdays to be signed and delivered.
- **Employee of the Month:** Logan Harberer was drawn as the July Employee of the Month.

## **OLD BUSINESS**

- **By-laws review:** Senator Spicer reviewed the by-laws and the Constitution of the ATU Ozark Staff Senate.
- **Staff Potlucks:** The issue of regularly scheduled staff potlucks was brought back before the Senate by Senator Spicer. Senator Spicer was contacted by staff members who would like to see more regular scheduled potlucks taking place. Senator Harden suggested having a potluck and meeting quarterly on Friday mornings. The goal would be for all staff members to attend. The meeting would be able to bring staff members important information while enjoying each other's company at a potluck. President Rudolph agreed to talk to Chancellor Sikes to receive his input on the suggested potluck times and availability of all staff members attending.
- **Update on Staff Excellence Award Criteria Changes-** Senate members will bring ideas for a new selection and scoring process to the July meeting and once the ideas have been collaborated, the ideas will be given to Chancellor Sikes for review.
- **Staff Professional Development:** Staff Professional Development ideas are still needed. Senator Spicer suggested Service Excellence training, and will check into the specifics of the trainings and report back to the Senate at the July meeting. Senator Clifton believes more specific training for departments would be valuable to staff members. Members were asked to bring ideas for professional development as possible to the Senate.

## **GOOD AND WELFARE**

The Staff Senate monthly meeting is presently scheduled for Friday, July 7, 2017 at 9:00 AM in the Ozark Health Science and Wellness Building Conference Room 137.

## **ADJOURNMENT**

Senator Spicer motioned, Senator Anderson seconded, and all approve and motion carried to adjourn at 10:30 a.m.

Respectfully submitted,  
Jennifer Thomas, Secretary