Minutes
University of Southern Indiana
ADMINIATRATIVE SENATE
Wednesday December 5, 2012
3:00 pm
UC2219

PRESENT: Senate Chair Jayne Tang, senate members Tracy Adams, Larry Back, Debra Clark, Tim
Fitzgibbon, Mandi Fulton, Andrea Gentry, Carol Schmitt, Ray Simmons, Susanne Stanley, Linda Trible,
Stephanie Walden-Schwake and Deb Weigand. Liaison Katherine Draughon.

CALL TO ORDER: The meeting was called to order at 3:00 p.m.

APPROVAL OF MINUTES: The minutes of the November 14, 2012 meeting were approved as submitted.

REPORT FROM ADMINISTRATIVE SENATE CHAIRPERSON: Jayne Tang
 We will take a group photo of the senators following the meeting.

REPORT FROM ADMINISTRATIVE SENATE VICE CHAIRPERSON: Tim Jones
 Absent, No report.

REPORT FROM ADMINISTRATIVE SENATE PAST CHAIRPERSON: Linda Trible
 No report.

REPORT FROM ADMINISTRATIVE SENATE SECRETARY/TREASURER: Carol Schmitt
 We had no expenses this past month, our balance is $899.55

REPORT FROM PRESIDENTS COUNCIL LIASION: Katherine Draughon
 President Bennett is working hard to find money for pay increases in July.
 The Administrative Senate budget presentation should be innovative, collaborative (with Faculty
Senate or Staff Council), and relate to the University Strategic Plan.
 If the senate can develop an idea(s), besides pay raises, that raises morale we should make a
presentation to Dr. Bennett.
 The President’s council meets weekly and the senate can send someone to this meeting if we
need to make a presentation.

REPORT FROM EMPLOYEE RELATIONS AND BENEFITS COMMITTEE:
 No report

REPORT FROM PROFESSIONAL DEVELOPMENT COMMITTEE: Stephanie Walden-Schwake, Chair
 The committee has submitted the breakout sessions for the spring Faculty/Administrator
meeting to Paul Parkison.

 Jennifer Briggs has agreed to lead a Strength Finders session at no cost. Ms. Briggs said to allow
for 2 hours. The committee decided this session should overlap lunchtime for example 11:00am
– 1:00. Ms. Briggs said there should be no limit to the number of attendees.

REPORT FROM NOMINATIONS AND ELECTIONS COMMITTEE: Linda Trible, Chair
 No report

REPORT FROM EVENTS AND OUTREACH COMMITTEE: Mandi Fulton, Chair
 No report

REPORT FROM ADMINISTRATIVE AFFAIRS COMMITTEE: Suzanne Stanley, Chair
 No report

REPORT FROM CONSTITUTION AND BY-LAWS COMMITTEE: Deb Weigand, Chair
 No report

UNFINISHED BUSINESS
 After the November meeting there was a motion made via email that the Bookstore discount
proposal be presented to Mr. Rozewski. Motion was carried by email vote 13-0-0.
 After the November meeting there was email discussion concerning All Administrators being
included in the milestones of service recognition. Administrative Senators unanimously agreed
to include all administrators.
 Ms. Tang presented our three proposals to Mr. Rozewski. These three proposals were
Bookstore Discount, Abenity employee discount program, and adding grandparent/grandchild
to the sick leave policy. Mr. Rozewski will respond to these proposals before the holiday break.
 Based on the Faculty Senate recent morale survey, Dr. Draughon discourages that the
Administrative senate move forward with the idea to do an administrator morale survey.
Instead Dr. Draughon encourages that the Senate look for more ways to increase morale.

NEW BUSINESS
 No New Business

ANNOUNCEMENTS
 Ms. Clark mentioned that the Director of Library Services, Marna Hostetler, would like to come
to a future Administrative Senate meeting and introduce herself.

ADJOURNMENT
 There being no further business, the meeting was adjourned at 4:09 pm.

Carol Schmitt
Secretary/Treasurer