

Minutes
University of Southern Indiana
Administrative Senate
Wednesday August 5, 2015
2:30 pm
BE 3024

PRESENT: Senate Vice Chair, Larry Back, senate members: Joe Binkley, Debbie Clark, Brandi Hess, Karen Huseman, Amy Smith, Michelle Woodburn and Susanne Stanley. Note: Don McGrath and Beth Thompson were able to attend the second half of the meeting.

CALL TO ORDER: Meeting was called to order at 2:45 pm.

APPROVAL OF MINUTES: The approval of the July 1, 2015 minutes will be voted on at the next meeting.

REPORTS FROM OFFICERS:

Chair: Presented by Vice Chair Larry Back, Stephanie Walden-Schwake on vacation
Questions for the survey were received and the Executive committee met to discuss and finalize them and they were submitted to OPRA.
Executive committee also discussed the vacancy created when Sarah Harlan left employment with the university.
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Vice Chair: Larry Back
Did not meet with any committees in July.

Past Chair: Susanne Stanley
Still attending the 50th Anniversary planning meetings. The big events will be in September.
More details will be posted closer to the events, but pay attention to emails you receive and check out the web page for details on all the events and what departments are doing.
Will continue to revise the procedure manual.
Reviewing membership and identifying who Admin Senate members are.

Secretary/Treasurer: Debbie Clark
Operating fund: Ice cream social \$350.00, August meeting \$106.35, Total = \$456.35

Reports from liaisons: Unable to attend

REPORTS FROM STANDING COMMITTEES:

Administrative Affairs: Chair Cindy Miller, unable to attend, no report

Constitution and Bylaws: Chair Deb Butler, unable to attend, no report

Employee Relations and Benefits: Chair: Brandi Hess

Met and reviewed what the committee had discussed the previous year and what needs to move forward this year.

Want to continue looking at the outside employment policy and the possibility of year round flex time.

Events and Outreach: Chair: Karen Huseman

Ice Cream social was well attended. 47 people registered for the door prizes, but others attended and did not fill out a form. The committee also advertised free services that are available on campus on the tables set up around the room.

Elliot Wasserman gave an introduction about the facility and gave tours.

Nominations and Elections: Chair: Susanne Stanley

No report

Professional Development: Vice