

University of Southern Indiana Administrative Senate Agenda
Wednesday, January 15th, 2025 | 3 p.m. UC 2205

I. Welcome and Call to Order: Meeting started at 3:07

II. Roll Call:

Present: Tricia Tieken (Chair), Jenny Garrison (Vice-Chair), Taylor Gogel (Past-Chair), Carissa Prince (Treasurer/Secretary), Elizabeth Damm Schmitt, Mackenzie Schmitt, Tami Jaramillo Zuniga, Laurie Wilson, Ryan Kaczmariski, Kathy Oeth, Blake Bruner, Emily Ozee

Absent: Chelsea Nall, Erin Hollinger

III. Approval of Minutes – November 2024 and December 2024 minutes to approve

a. Fixed putting Blake Bruner being absent for December 24

i. November: Kathy motioned to pass and Laurie seconded

ii. December: Kathy motioned to pass and Laurie seconded with Blake's fix

IV. Reports of Officers & Standing Committees

a. Officers

i. Chair (Tieken)

- President's Council was cancelled this month, December's focus was updates on HR which were announced at the Spring meeting
- Board of Trustees meeting: Steve Baker tribute
- Aaron Trump will be leaving and going to CT
- IFC updates were sent out and a thank you response has been received
- Met with Exec Monday- our 15 years is coming up and will be brainstorming for a celebration

ii. Vice-Chair (Garrison)

- Winter Mixer went well with seeing people and having good conversations, 20+ people showed up

iii. Past Chair (Taylor)

- Administrator performance evaluation committee- met in Dec and moving to draft form of what the evaluation looks like for supervisor and admin, hoping to have it in place by July 1

iv. Secretary/Treasurer (Prince)

- Budget is 1360.95

b. Standing Committees

i. Employee Events and Employee Outreach – Tami Jaramillo Zuniga,

- ii. Employee Relations and Benefits– Kathy Oeth, Chair/Laurie Wilson, Vice Chair
- Tuition benefit concern: the wording had changed in the handbook of who qualified, we didn't have control on this wording with our IFC
 - Grade 9 or higher was our wording, changed to Grade 9 or higher and enrolls at USI or transfers to USI was handbook wording (this covers our wiv Uhwaptio T

x

x 6

Committee Goals

Employee Events

1. Increase employee engagement at events by 100%
2. Increase variety of events
3. Partner with other areas on campus
4. Get feedback from employees on what types of events they would like to see