

Minutes
University of Southern Indiana
ADMINISTRATIVE SENATE
Wednesday, March 7, 2012
3 pm
HP 1079

In attendance were senate chair, Linda Tribble; senate members Megan Black, Gary Burgdorf, Debbie Clark, Tim Fitzgibbon, Tim Jones, Ray Simmons, Susanne Stanley, Jayne Tang and Stephanie Walden-Schwake.

I. APPROVAL OF MINUTES

- a. The minutes of February 1, 2012 were approved as amended.

II. REPORT OF OFFICERS & STANDING COMMITTEES

a. Officers

1. Chairperson – Linda Tribble

Linda reminded senators of the upcoming nominations and election time periods and to encourage others to seek involvement with Administrative Senate.

2. Vice Chairperson – Jayne Tang

No Report.

3. Past Chairperson – Carmen Stoen - Absent

No Report.

4. Secretary/Treasurer – Tim Jones

Tim stated that an updated list of Administrators has been received from HR, so if any senator would like a list of a certain district please let Tim know.

b. Standing Committees

1. Employee Relations and Benefits – Megan Black, Chair

Megan asked fellow senators for input or ideas on low cost/no cost benefit items. The committee would like to explore alternatives in light of the current budget situation. Open discussion was held on the current wage and budget status. After discussion, Ms. Tribble stated that she and Jayne Tang will voice the Senate's concerns and ideas to Dr. Bennett.

2. Professional Development – Tim Fitzgibbon, Chair

Tim spoke of the good turnout for the Jeff Beals professional development presentation. The committee will be hosting two more events in the near future:

- a) March 19th – Julie Brauser – Conflict Resolution
b) April 2nd – Tracy Knofla – High Impact Training

3. Nominations and Elections – Carmen Stoen, Chair – Absent – Provided by Committee Members

The Committee will be disseminating information concerning the nomination and election process over the next several weeks.

4. Events and Outreach – Lee Ann Shafer, Chair – Absent- Provided by Gary Burgdorf

Gary announced details on the Milestones Recognition Reception for Administrators. The event will be held on May 23, 2012 and will provide recognition for Administrators with years of service between 5 and 35 years. Gifts will be provided at the event and the committee is in the process of selecting those items.

On March 21st at noon there will be another toolkit concerning the University trails and walking opportunities to be presented by Stephanie Walden-Schwake.

5. Administrative Affairs –Susanne Stanley, Chair

The committee continues to work on the visibility for employees that do or can work in multiple areas and how those employees might need more visible identification.

6. Constitution and Bylaws – Ray Simmons, Chair

No Report.

- c. Presidential Council Liaisons - Absent
 - 1. No Report.

III. NEW BUSINESS

- a. None.

IV. UNFINISHED BUSINESS

- a. None.

V. ANNOUNCEMENTS

- a. Next meeting: April 4th – OC 3076

VI. ADJOURNMENT

- a. There being no further business, the meeting was adjourned at 3:55 p.m.

Timothy Jones
Secretary/Treasurer