

Minutes
University of Southern Indiana
Administrative Senate
Wednesday January 6, 2016
3:00 pm
UC 2206

PRESENT: Senate Chair, Stephanie Walden-Schwake, senate members: Larry Back, Joe Binkley, Deb Butler, Debbie Clark, Alex Eaton, Brandi Hess, Karen Huseman, Don McGrath, Cindy Miller, Amy Smith, Beth Thompson, Michelle Woodburn, Susanne Stanley, and Kat Draughon.

CALL TO ORDER: Meeting was called to order at 3:00 pm.

APPROVAL OF MINUTES: December 2, 2015 minutes approved as distributed.

REPORTS FROM OFFICERS:

Chair: Stephanie Walden-Schwake

- Scheduled a meeting for Kevin Valadares and Matt Hanka to meet with Administrative Senate to present and get feedback on the new Strategic plan. Meeting will take place on Friday January 7 at 1:00 in UC 2205
- Received an email about the campus "free speech zone". Will forward it to senate members and Dr. Kiessling.
- Met with Executive officers
- Attended a Presidents council meeting. Members participated in a discussion of the new strategic plan.

Vice Chair: Larry Back

- Met with the ERB committee
- Met with Executive officers.

Past Chair: Susanne Stanley

- Met with Executive officers

Secretary/Treasurer: Debbie Clark

- Current balance: \$545.85
- Met with Executive officers
- Attended a University Closures meeting on December 18. Remember to always check the web site for details about any closings or delays.

REPORTS FROM LIASONS:

Kat Draughon

- No Report

REPORTS FROM STANDING COMMITTEES:

Administrative Affairs: V. Chair: Don McGrath

- Meeting set with Jason Provence to discuss options in setting up the web page for the discount items available to employees.

Constitution and Bylaws: Chair: Deb Butler

- No report

Employee Relations and Benefits: Chair: Michelle Woodburn

- Revised the original recommendation about outside employment to present to senate. Current recommendation is to ask it to be removed from the handbook.
- Discussed further options concerning the Fall/Spring faculty staff meeting and worked on revising the recommendation.
- Discussed and prepared a recommendation concerning fee waivers for employees.
- Next committee meeting is scheduled for January 20 at 10:00 in UC 2206.

Events and Outreach: Chair: Karen Huseman

- Working on getting a file to be notified when new Administrators are hired so the committee can proceed with greeting them.

Nominations and Elections: Chair: Susanne Stanley

- No report

Professional Development: Chair: Beth Thompson

- Did not meet in December
- Only 1 workshop presented at the Spring Meeting. Ergonomics presented by Bryan Morrison.
- Next meeting is January 29.

Unfinished Business:

- Outside employment recommendation. Stephanie met with Rex Strange, chair of faculty senate. Faculty Senate discussed it briefly at a meeting but Rex would like to meet with Anne White because of the clinical hours that are required in the HP areas. Stephanie is waiting on a reply back from him. Recommendation is on hold.
- Employee discount program is on hold until ERB team meets with Jason Provence and reports to senate.
- Had a discussion about ideas and information that senate members would like to see presented at the Fall/Spring meetings. Discussed the possibility of designing some questions to survey administrators and faculty for more ideas. Stephanie will request a meeting with Steve Bridges to discuss the topic. Recommendation is tabled for now.

New Business:

- None

Announcements: Next meeting is February 2, 2016 at 3:00 in UC 2206

Adjournment: Meeting was adjourned at 4:00 pm.