

**Minutes**  
**University of Southern Indiana - Administrative Senate**  
**Wednesday, March 2, 2022**  
**3 p.m. Virtual Zoom Session**

**CALL TO ORDER:** The meeting was called to order at 3:08 p.m.

**ROLL CALL**

**PRESENT:** Jake Hansen, Chair; Steven Stump, Vice Chair; Britney Orth, Past Chair; Brandi Hess, Secretary/Treasurer; Maggie Carnahan, Nathan Payne, Nick Bebout, Robert Threet, Megan Doyle, Carissa Prince, Betsy Mullins, Will Pool, Taylor Gogel.

**ABSENT:** Betsy Mullins, VP Steve Bridges

**APPROVAL OF MINUTES:**

Motion made by Bebout to approve the February 2022 minutes. Carnahan 2<sup>nd</sup>. Motion passed.

**REPORTS FROM OFFICERS**

**Chair:** Jake Hansen

Hansen reported attending the following meetings:

Board of Trustees- Special Meeting (2/7/2022) - USI Board of Trustees unanimously voted to approve the Application for reclassification to Division 1 for the 2022-2023 year.

Presidents Council (2/8/2022) - Vice President Strupp announced that on Wednesday, February 9 at 12pm USI will announce their conference partner in the USI Arena. President Rochon opened the floor for questions and comments about the reclassification to D1. Questioned posed by the body were about compensation, recruitment, extra work for staff and faculty, costs to students and full survey results being posted. In other discussion, USI will be interviewing candidates for the College of Nursing and Health Professions, Liberal Arts and Romain College of Business Deans in the coming weeks. Invitations to follow for those that will be involved. USI census data was presented. 7,157 Undergraduate Students are enrolled for Spring 2022, which is almost 82,000 credit hours. COVID19 numbers continue to decline on campus, this is due to our policies and practices. Aaron Trump is monitoring the Indiana Congress for the upcoming bills that are being motioned and passed. These bills will not necessarily influence USI directly but could change K-12 education.

Executive Team Meeting (2/8/2022) - Executive Team met to discuss the D1 announcement and moving forward. We also discussed the next steps with FlexWork.

COVID Taskforce (2/16/2022) - Masks must stay for USI to remain safe until after spring break. Student numbers are trending down as well as employees. Contract tracing could benefit from a more streamlined process. The taskforce agrees that home testing is augmenting the data in the region. Masks still make a difference with transmission.

Development Council Meeting (2/21/2022) - I have been invited to be part of the USI Development Council. This council is the beginning stages of the new capital campaign through the Foundation at USI. This meeting was to establish our committees and steering. VP Bower explained that we will gather our own committee and discuss the needs of our department, college, and program. A report will be due to the larger council on April 22, 2022.

Executive Team Meeting (2/23/2022) - Executive Team met to plan the agenda for this month's meeting.

COVID Taskforce (3/2/2022) - Taskforce met to discuss the current state of COVID19 in our region. Data was presented regarding Indiana Institutions going mask option this week. It is important that we follow the CDC guidance on Color and cases in a region. Currently, Vanderburgh is in orange, this report will be updated on Thursday this week. The consensus of the group is to stay the course with masks and distancing.

**Vice Chair:** Steven Stump

Stump reported that he was in several of the meetings Hansen was in and has nothing more to report from those meetings.

**Past Chair:** Britney Orth

No Report.

**Secretary/Treasurer:** Brandi Hess

Hess reported she submitted the paperwork for reimbursement from USI Foundation for printing costs incurred over the summer for the Nurturing Our Nest Initiative. Administrative Senate account balance is \$1,500 because even with the drink voucher costs, those will be reimbursed by USI Foundation as well. Anyone needing more stickers and vouchers for the Nurturing Our Nest Initiative can contact Hess.

**REPORTS FROM STANDING COMMITTEES**

**Employee Benefits** - Brandi Hess, Chair

Hess reported the ERB committee met last week and voted to not move forward with the parental leave IFC originally submitted in 2020. If a new IFC is submitted, the committee will revisit the topic.

**Employee Events** –Megan Doyle, Chair

No Report.

**Employee Outreach** – Carissa Prince, Chair / Taylor Gogel, Vice Chair

Prince reported the committee will receive a report of employee volunteers at the Career Fair. They will use this data as part of their work on the volunteer program.

**Nominations and Elections** – Britney Orth, Chair

Orth reported she is beginning the process to build the nomination and election committee. More to report next month.

**Professional Development** - Will Pool, Chair

No report.

**Liaison** – Steve Bridges

No Report

**Unfinished Business**

**Ongoing Projects**

**FlexWork Proposal** – Hanson reported there is a meeting between Sarah Will and the Executive committee to discuss the proposal. Hansen has been in communication with VP Bridges on ways to keep moving this forward.

**Tabled Projects**

**Tuition Benefit** – (Dependents increase in credit hours. December 2019) Faculty Senate charge that we support. Provost Khayum and VP Bridges are investigating, Bridges will have a report soon.

**New Business**

**Division I** – The Senate discussed the recent Division I decision and how this may impact the University. Administrative Senate seeks to find ways the Senate can support USI and its success.

**IFC** – Funding of facial tissue through Procurement. The issue has been resolved without our help so the IFC is dismissed.

**Announcements**

Remember Nurturing Our Nest and sharing vouchers with people to recognize their efforts to recruit and retain.

**Adjournment**

4:05 p.m. Meeting adjourned.

*Next meeting on April 6, 2022.*