

**Professional Staff Association
Senate Meeting Notes
April 8, 2009
Boyington Room, Student Union Building**

In Attendance:

Niki Callison, Bill English, Ferd Schlapper, Nan Selland, Lisa Stuppy, Kathleen Tuck, Melissa Wintrow, Kimberly Woodings

Absent:

Beth Oppenheimer

I. Call to Order

- Bill called the meeting to order at 11:05am.

II. Review and Approval of Minutes from March meeting

- A motion was made by Niki to approve the minutes from the March meeting, Lisa seconded the motion and the senate voted unanimously to approve the March meeting minutes.

III. Treasurer's Report

- Kim handed out copies of our budget reports. Our appropriated budget balance is \$219.49. Our local account balance is \$5,251.81. There is one receipt outstanding for \$77.45 which was for the Professional Staff Member of the Year plaque.
- The plaques for the new Emeriti to be given at the Spring Luncheon will be charged to our appropriated account.
- Niki will create certificates for the outgoing senators and will charge that expense to our local account.
- Lisa asked about future holdbacks, and Kim replied that she has requested to be in the loop when those decisions affecting the PSA accounts are made.

IV. Old Business

- Update on Spring Luncheon
 - The date of the luncheon is May 7th.
 - Melissa showed us the proof of the invitation and passed it around for comments.
 - We decided to provide complimentary meals to one guest of the Emeriti recipients.
 - In order to speed up the service awards portion of the luncheon, only the names of awardees in attendance will be called. Bill will cross-reference the RSVP list beforehand.
 - Melissa asked if we should invite and comp Carol Bugni's lunch to show our appreciation for all her help with our 2 luncheons during the year. We agreed that should be done.
 - The doors will open for the luncheon at 11:15am, Melissa would like the Senate members to arrive by 11:00am to help her set up.
 - We will have a donation box at the check-in table to collect money for the Goodwill Program.
 - Bill will have the PSA banner in the SUB for the Benefits Fair the day before the luncheon, and after that's over, he will drop it off at Beth's office for her to bring to the luncheon.
- Emeriti Exception Policy
 - At an upcoming meeting, Sona will discuss her expectation regarding the Emeriti Exception Policy.
 - We should anticipate receiving many "applications" to review next year.

- It was recommended that we ask for financial help in funding the Emeriti plaques for the CWI employees.
- Update on CEC
 - The 3% proposed salary cut is now “recommended”, but not mandatory for higher education.
 - Melissa asked what the Senate’s purpose should be in the midst of this budget crisis, and Bill responded that we should play an “informative” role.
 - Kim will add the Budget Impact link to our website.
 - Niki suggested that we ask Stacy to update us via email when they know more from the State Budget, and also invite her to speak again at one of our meetings since her last appearance was very popular.

V. New Business

- Employee Awareness Campaign
 - Ferd suggested the implementation of a pro-active approach to advertising the importance of Professional Staff to the community external to the University. The campaign could demonstrate how we support the mission of BSU.
 - A suggestion was made to add this as a committee to our committee list next year and solicit volunteers to lead the campaign through that avenue.
 - A monthly newsletter would be a good way to “advertise” Professional Staff and we could profile a different PSA member each month.
 - We decided it would be a good thing to spread this to the Classified Staff and the Faculty Members as well; inviting them to our lunches, and acknowledging them.
 - Perhaps the Update could profile a member of each group on a rotating basis: Week 1 = Classified Staff, Week 2 = Professional Staff, Week 3 = Faculty Member.
- Update on Senate Elections
 - Niki reported that we have received 10 nominations for Senators.
 - We don’t have a nomination for Secretary, nor one for Vice President, but nominations are open until 5pm today.
- Benefits Fair Signups
 - Bill passed around a signup sheet for each of us to take a shift at the Benefits Fair which will be held in the SUB on May 6th from 10am-2pm.

VI. Announcements

- Next Professional Staff Senate meeting will be Wednesday, May 13, 2009 in the Boyington Room of the SUB from 11am to noon.
- Kathleen Tuck has accepted the senator position vacated by Carrie Miller last month.

VII. Adjournment

- The meeting was adjourned at 12:10pm.