

**Professional Staff Association
Senate Meeting Notes
June 29, 2004
Hatch C, Student Union**

In Attendance:

RuthAnn Benjamin	Mike Esposito	Jared Everett	Diana Fairchild
Jenny Nigini	Mike Reed	Jody St Clair	Joan Thies
Adria Waters	Cheryl Wright		

Excused Absences:

Jennifer Martindale

I. Call to Order

President Esposito called the meeting to order at 8:30 am.

II. Approval of minutes

Joan Thies to send minutes from the May meeting to Mike Esposito

III. Reports

A. Treasurer's Report

The balance in the Local account is \$2,216.22 and the balance in the Appropriated account is \$388.15.

The cost of the Luncheons and Gifts will be funded from a separate department funded by the VP of Finance and controlled by Carol Bugni.

There was discussion of the Professional Staff Service Awards and we decided that we need to clarify the awards and gifts in the Handbook.

B. Committee Reports

President's Cabinet (Mike Esposito)

Mike learned about the renaming of the Pavilion to The Taco Bell Arena.

The Cabinet is working on a revision to the Personnel Policy regarding personal relationships with subordinates (i.e. faculty and students).

IV. Old Business – Reviewed Last Year's Events/Accomplishments

A. Constitutional Revision – This was a lengthy process, but was well done

B. Fall Luncheon – There was discussion of the timing of this event.

C. Spring Luncheon – We decided we need a larger room. Mike will check on Jordan for next year.

D. Holiday Campaign – Joyce Grimes and the Rec Center will coordinate this for at least one more year. Mike will follow up with Joyce to see if they need help.

E. Volunteers for Next Year's Event Coordination:

Winter Luncheon – Jody St Clair volunteered

Spring Luncheon – Jennifer Martindale and Jared Everett volunteered.

V. New Business

A. **Regular meeting time** – 8:30 am, Mike to check schedules and decide on the day.

B. **Committee Appointments**

Affirmative Action Committee – Tom Ansbach and Jared Everett

Bike Committee – Camille Mongelli

Bookstore Advisory Committee – Janet Atkinson

Community Service Projects – Mike to ask for volunteers from the list of volunteers under other categories

Cultural Center – Mike needs to follow-up.

Distinguished Lecture Series Committee – Rob Meyer

Executive Budget Committee – Kim Thomas

Food Services Advisory Committee – Teresa Church

Health and Wellness Advisory Board – Lisa Stuppy

Holiday Student Support Committee – Recreation Center – Joyce Grimes

Homecoming Committee – Adria Waters

Human Resources Advisory Committee – Jennifer Martindale

Parking Committee – Leah Barrett

Parking Appeals Committee – William English

President's Cabinet – President of Professional Staff

Recreation Center Board of Governors – Stephen Henderson

Web Page Coordinators – Mike will follow-up with volunteers to see if they have appropriate software.

Women's Center Advisory Board – Jody St Clair, Chairman (second of a two year appointment.)

January Meeting Chair – Jody St Clair

May Meeting Chairs – Jennifer Martindale and Jared Everett

Professional Staff Award Committee – RuthAnn Benjamin

RuthAnn Benjamin moved to approve all of the above nominations. Diana Fairchild seconded the motion and it was approved unanimously.

C. **Setting FY 2005 Event Dates**

Senate Training/Goals Session Mike to set meeting late July to mid August.

Winter and Spring Luncheon dates and goals will be set at the Senate Training session.

D. **Updating the Handbook.** The following people agreed to call the respective committees to ensure the Handbook is current:

RuthAnn Benjamin - Affirmative Action Committee

Jody St Clair – Bike Committee

Joan Thies - Bookstore Advisory Committee

Mike wanted to skip the Community Service committee for now.

Mike Esposito – Cultural Center Advisory Board

Mike Esposito – Distinguished Lecture Committee

Executive Budget Committee – RuthAnn Benjamin

Mike Esposito – Food Services Advisory Committee

Adria Waters – Health and Wellness Advisory Committee

Mike wanted to skip the Holiday Student Support Committee for now.

Jody St Clair – Homecoming Committee

Joan Thies – Human Resources Advisory Committee

Jared Everett – Parking Committee

Mike Esposito - President's Cabinet

Cheryl Wright – Recreation Center Board of Governors

Jody St Clair – Women's Center Advisory Board

VI. Adjournment

President Mike Esposito adjourned the meeting at 9:30 am.