

**MEETING: Staff Senate Minutes**

**DATE:** 08/16/2019

**TIME:** 9:30 a.m. CST

**LOCATION:** ~~McMaster~~ Holmberg

**Senators:** Laura Halvorson (President) Hattie Albertson (Ex Officio), Heidi Hauf (Vice President), Ashely Pedi (Secretary) ~~Denise Schroeter, Charlene DuBois, Michael O'Toole, JaLee Lynnes, Lisa Anderson~~

**Additional Staff Present:** Amber Bowers, JC Chisholm, Sharon Arnold, Susan Indvik, Apryl Nylander and Rachel Thompson

TOPIC	DISCUSSIONS	DECISIONS
<ul style="list-style-type: none"> <li>• <b>Called to Order</b></li> </ul>		9:30 a.m.
<ul style="list-style-type: none"> <li>• <b>Approve Minutes</b></li> </ul>	<b>Minutes from 05/17/2019</b>	<b>Motion:</b> Heidi Hauf <b>Second:</b> JaLee Lynnes <b>Motion Carried</b>
<ul style="list-style-type: none"> <li>• <b>Dean's Updates</b></li> </ul>	<b>Update from Dr. Migler</b>	<ul style="list-style-type: none"> <li>• Welcomed Staff present back to campus and invited us to upcoming campus events such as: Pot Luck on Wednesday, August 21<sup>st</sup>, his "What's Ahead" informative speech at 9:15am on Thursday, August 22<sup>nd</sup>.</li> <li>• DCB signed an 8 year renewal contract with Sodexo.</li> <li>• Physical Plant has been busy all summer with some obvious and not so obvious projects.               <ul style="list-style-type: none"> <li>• The goal is to have DCB have that Good 1<sup>st</sup> Impression, no matter what time of year we have visitors on campus.</li> <li>• Hope to start electronic Work Orders in the future for more efficiency, but that is a work in progress.</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>• DCB’s boiler system is currently down. Hopes to get the problem fixed soon. The prep work to have to new back up boiler installed is completed and just waiting for the boiler.</li> <li>• The north side windows of the Student Center are still in the works, just waiting on contractors.</li> <li>• DCB’s finances are “healthy”!</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Old Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Review Revisions to Drug-Free Campus Policy</b></li> <li>• <b>Review Revisions to By-Laws</b></li> </ul>	<ul style="list-style-type: none"> <li>• Drug-Free Campus and Emotional Support Animal policies are approved as working documents and have been moved to separate committees to improve the polices. They should both be posted on the website for review.</li> <li>• Staff Senate By-laws were approved in July and are posted to the Staff Senate share file.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>New Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Plan for the academic year-Potluck?</b></li> <li>• <b>Vendor Show April 18<sup>th</sup>, 2020</b></li> </ul>	<ul style="list-style-type: none"> <li>• Staff present agreed to host a pot luck for all faculty, staff and students each semester. <ul style="list-style-type: none"> <li>• Fall 19 will be on September 25<sup>th</sup> in the Quad (Gym if weather is questionable).</li> </ul> </li> <li>• April 18<sup>th</sup>, 2020 was approved for our 3<sup>rd</sup> annual Vendor show.</li> <li>• Staff are to bring fundraising ideas to our September meeting.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Other</b></li> </ul>		

<ul style="list-style-type: none"> <li>• <b>Next Meeting dates:</b></li> </ul>	<b>September 20<sup>th</sup> at 9:30 a.m.</b>	Agenda Items: <ol style="list-style-type: none"> <li>1. Pot Luck planning</li> <li>2. Set up Staff Senate Scholarship             <ul style="list-style-type: none"> <li>○ Criteria needed</li> </ul> </li> </ol>
<ul style="list-style-type: none"> <li>• <b>Adjournment</b></li> </ul>	<b>Motion:</b> JaLee Lynnes <b>Second:</b> Susan Indvik	9:56 a.m.

Submitted by: Ashley Pedie

