

**MEETING: Staff Senate Minutes**

**DATE:** 11/15/2019

**TIME:** 9:30 am

**LOCATION:** Holmberg

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

**Additional Staff Present:** Melissa Brudwick, Carolyn Rygg, Craig Buxton, Susan Indvik and Sandy Hageness

TOPIC	DISCUSSIONS	DECISIONS
<ul style="list-style-type: none"> <li>• <b>Called to Order</b></li> </ul>		9:35 am
<ul style="list-style-type: none"> <li>• <b>Approve Minutes</b></li> </ul>	<b>Minutes from 10/18/2019</b>	<b>Motion:</b> Susan Indvik <b>Second:</b> Lisa Anderson <b>Motion Carried</b>
<ul style="list-style-type: none"> <li>• <b>Dean’s Updates</b></li> </ul>	<b>Update from Dr. Migler</b>	DCB announced Corey Gorder as the new Athletic Director. Dr. Migler also said there will be other changes throughout athletic, such as: 5 year Strategic Plan. Accreditation is coming along, 2 more criterion left to complete. The DCB community is to make HLC tasks and meetings a priority.
<ul style="list-style-type: none"> <li>• <b>Old Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Halloween events recap</b></li> <li>• <b>Christmas Party update</b></li> <li>• <b>Professional Development Committee(need one more member)</b></li> <li>• <b>Secret Santa Update</b></li> </ul>	<ul style="list-style-type: none"> <li>• Thank You to all participants. <ul style="list-style-type: none"> <li>○ Best Costume winner was Susan Indvik</li> <li>○ Best Pumpkin winner was Dr. Zahra Moss</li> </ul> </li> <li>• Dr. Migler approved 2-4pm for festivities to begin.</li> <li>• Lisa, Craig and Hattie have been added to the PD committee.</li> <li>• As of today Sandy reported 22 participants. She also plans to send all participants an “About Me” questionnaire.</li> </ul>

<ul style="list-style-type: none"> <li>• <b>New Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Update from State Staff Senate</b></li> <li>• <b>Service Animal Policy</b></li> </ul>	<ul style="list-style-type: none"> <li>• FLMA was the main topic. No new updates on Thanksgiving Holiday as they are still waiting for approval.</li> <li>• The Service Animal Policy was approved at Dean’s Council. Ashley made a motion to approve the policy as written. Lisa second the motion. Motion was approved by committee. Was also mentioned that the Emotional Support Animal (ESA) is a separate policy that has been approved by all committees.</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Other</b></li> </ul>	<ul style="list-style-type: none"> <li>• Vendor Show</li> </ul>	<p>Lisa already has 3 confirmed vendors. On December 15<sup>th</sup> is the deadline for past participants getting first chance to have a table. After that deadline she will post and open up to all vendors.</p>
<ul style="list-style-type: none"> <li>• <b>Next Meeting dates:</b></li> </ul>	<p><b>12/20/2019 at 9:30 am</b></p>	
<ul style="list-style-type: none"> <li>• <b>Adjournment</b></li> </ul>	<p>Motion to adjourn the meeting at <b>9:55 am</b>  <b>Motion:</b> Lisa Anderson  <b>Second:</b> Mike O’Toole  <b>Motion Carried</b></p>	

Submitted by: Ashley Pedie

