

**MEETING: Staff Senate Minutes**

**DATE:** 02/21/2020

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

**LOCATION:** Holmberg

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

**Additional Staff Present:** Craig Buxton, Carolyn Rygg, Melissa Brudwick, Danielle Clemenson

TOPIC	DISCUSSIONS	DECISIONS
<ul style="list-style-type: none"> <li>• <b>Called to Order</b></li> </ul>		Called to order at: 9:35AM
<ul style="list-style-type: none"> <li>• <b>Approve Minutes</b></li> </ul>	<b>Minutes from 01/17/2020</b>	Move to Approve: Lisa Anderson Second: JaLee Lynnes Motion Passes
<ul style="list-style-type: none"> <li>• <b>Dean’s Updates</b></li> </ul>	<b>Update from Dr. Migler</b>	Dr. Migler could not attend today but did send a reminder to Staff Senate Officers that we are all on the Salary Committee, which will be meeting the end of February or early March.
<ul style="list-style-type: none"> <li>• <b>Old Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Vendor Show Update</b></li> <li>• <b>HLC Visit April 6-8, 2020</b></li> <li>• <b>Spring Event for Students (Scavenger Hunt)</b></li> </ul>	<p><b>Vendor Show Update:</b> We have 12 confirmed vendors at this time. Lisa is still advertising and working to get 18 more. She is optimistic as many vendors book closer to the time of the event. The Vendor Show is April 18<sup>th</sup>. The Bookstore will be open that day to provide food.</p> <p><b>HLC Visit:</b> Senators and attendees reminded to encourage departments to read</p>



		<p>the Assurance Argument and the Strategic Plan. Reminder of trainings for the site visit that will take place the end of March.</p> <p><b>Spring Event/Scavenger Hunt:</b> Scavenger Hunt still planned. Laura will reach out to departments for clues to include. This event will take place the first week of April.</p>
<ul style="list-style-type: none"> <li>• <b>New Business</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Spring Cookout/Potluck</b></li> <li>• <b>Scholarship for Fall 2020</b></li> </ul>	<p><b>Spring Cookout/Potluck:</b> Laura will visit with Sodexo staff to avoid overlap of events. The date for the Spring Potluck will be either May 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup>.</p> <p><b>Scholarship:</b> The Scholarship Committee meets the end of March. An update will be provided as to the Staff Senate Scholarship status after that meeting. Laura will visit with Jacob about promotion of the DCB Website, as well as check Blackboard.</p>
<ul style="list-style-type: none"> <li>• <b>Other</b></li> </ul>		<p><b>End of Terms on Staff Senate:</b> A list of who will be ending their term will be provided at the March meeting so that Senators can prepare ideas for nominations in April.</p>
<ul style="list-style-type: none"> <li>• <b>Next Meeting dates:</b></li> </ul>	<b>3/20/2020</b>	
<ul style="list-style-type: none"> <li>• <b>Adjournment</b></li> </ul>	Motion to Approve: Lisa -- Second: Heidi -- Motion Passes	Adjourned at: 9:53

Submitted by: Hattie Albertson