

**MEETING: Staff Senate MINUTES**

**DATE:** 11/17/2017

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

**LOCATION:** McMasters

**Senators:** Mike O’Toole (Ex-Officio), Lisa Anderson (President), ~~Mitch Pedie~~, Kayla Wolfe, Beth MacDonald, ~~Hattie Albertson~~, Laura Halvorson, ~~Joey Clemens~~

**Additional Staff Present:** John Stahl

<b>TOPIC</b>	<b>DISCUSSIONS</b>	<b>DECISIONS</b>
<b>1. Called to Order</b>		Called to order at: 9:33 am
<b>2. Approve Minutes</b>	<b>Minutes from 10/27/2017</b>	Approved by Mike, second by John
<b>3. Dean’s Updates</b>	<b>Update from Dr. Migler</b>	Employees should sign risk management sheets in the business office, recommends that faculty and staff all know the mission
<b>4. Old Business</b>	<b>Fundraising Permit- Christmas Party- Mission Statement 50/50 Raffle Bake Sale Friends Committee Vendor Show Taco Bar</b>	-Approved -Social at 5 pm, potluck at 6. Help needed to set up. Band after at the Dockside at 9:30. Heidi will get prizes, Beth and Laura will take care of games, Lisa will keep a spreadsheet of food. -Lisa and Stacy will do Friday, Beth Saturday. \$1/1 ticket, \$5/6, or arm length for \$10 -Baskesale Dec. 6 outside of business office. Leaderjacks are doing Dec. 5 so we may decide not to. -Vendor show set for April 21 <sup>st</sup> in the Gym. 40 vendors, \$25 table and 2 chairs, no

		doubles of vendors. 9am to 3 pm. -Taco bar on the 22 <sup>nd</sup> , 11:30am until gone. Senators will bring the food/supplies.
<b>5. New Business</b>	<b>State staff senate Report</b> <b>Staff Senate Profile Schedule</b>  <b>Added: Handbook</b> <b>Added: Children in the Workplace</b>	-Need someone from the college to be on the Governor's Higher Ed Task Force (Kayla O. applying) -Need to decide on who will be profiled in January. Lisa will send senators a list of staff and senators will come with opinions and ideas to the next meeting. -Title IX is working on sexual relations policy -Approved by faculty senate with a change, changes will be emailed to senators.
<b>6. Other</b>		
<b>7. Next Meeting dates:</b>	<b>December 15th, 2017 – 9:30 am</b>	
<b>8. Adjournment</b>		Adjourned at: 10:50 am approved by Heidi, second by Laura

Submitted by: Beth MacDonald

