

- Government Relations and Legal Affairs: Should have access to the Wright Administration renovation funds in May
 - The executive team met on Monday, April 1, to set the agenda for today's meeting.
 - Attended the Board of Trustees meeting on Thursday, March 7
 - I met with VP Bridges on Wednesday, March 13, to discuss the priorities of the current submitted IFCs and governance groups. We will discuss our proposed policy revisions further soon.
 - Been attending the Assistant Dean of Students candidates' meetings.
 - Been invited to the Director of Public Safety candidates' meetings.
 - ii. Vice-Chair (Tieken)
 - Webpage updated for meeting minutes
 - iii. Past Chair (Stump)
 - No report
 - iv. Secretary/Treasurer (Prince)
 - Not present, notes reported by T. Tieken; \$1300 is our current budget
- b. Standing Committees
- i. Employee Events – Jennifer Hertel, Chair/Tami Jaramillo Zuniga, Vice Chair
 - Jennifer's update: We are working on ideas for the upcoming Staff Council Picnic on June 12; there is no menu as of yet. Admin Senate will be providing desserts.
 - ii. Employee Outreach – Chair/Vacant, Vice Chair
 - Stacy's updates: Met on 3/7 and 3/21. During these meetings we decided Admin Senate should send a Welcome Card (with some Admin Senate members signing it) during the first month after a new Admin person's hire date. Also, send a Welcome Email with congrats and touchpoints that would be helpful for a new person. Also, implementing a Brown Bag once or twice (?) a month would be a floating date. These brown bags could be guest speakers internal or external to USI who could go over soft skills and other techniques to help work processes, or other departments could just speak on some of the things they do on campus. Perhaps also using the Nurture Your Nest initiative.
 - iii. Employee Relations and Benefits – Laurel Wilson, Chair/Kathy Oeth, Vice Chair
 - No report this month
 - iv. Nominations and Elections – Steven Stump, Chair
 - Steven's updates: The Nominations for Administrative Senate email was sent out on 4/3. Nominations will close on Friday, April 19, at 4:30 p.m. After this closes, we will set up the Elections Ballot, which will be sent out in early May. Please spread the word about the Nominations and the upcoming Ballot
 - v. Professional Development – Aaron Pryor, Chair/Chelsea Nall, Co-Chair
 - Chelsea's update: No report this month
- c. Ad Hoc Committees: No report
- d. Liaisons – Steve Bridges: Not present; No report

V. **Unfinished Business**

- a. Ongoing Projects
 - i. Administrator Award/Recognition
 - ii. Bereavement Policy Revision
 - iii. Tuition Benefit Waiver for surviving family members
- b. Tabled Projects
 - i. Athletic Fee Waiver/Discount
 - ii.

Committee Goals