

4. Secretary/Treasurer – Tim Jones

Tim noted that the upcoming meeting dates and rooms had been sent with the recurring outlook invitation.

Tim also announced that the budget request of \$1,000 for the Administrative Senate had been approved. He will work with the Executive Committee to formulate a funding request process for the Senate and its committees.

b. Standing Committees

1. Employee Relations and Benefits – Megan Black, Chair

Megan stated that the committee will be focusing attention this year on the Administrative salary process and evaluate potential research resources.

2. Professional Development – Tim Fitzgibbon, Chair

Tim stated that the committee will be meeting soon in order to brain storm on potential topics for breakout sessions at the University meetings. He stated that one of the committee's goals for this year will be the implementation of recurring professional development events.

3. Nominations and Elections – Carmen Stoen, Chair

Carmen announced that the committee will review the current districts in the coming year and possibly make a recommendation for re-districting.

4. Events and Outreach – Lee Ann Wambach, Chair

Lee Ann asked the Senate for potential topics for the Tool-Kit series. She also stated that the committee will be exploring the possibility of hosting a joint event between either Faculty Senate or Staff Council.

5. Administrative Affairs – Steve Woodall, Chair

Steve informed the Senate that the remaining committee members will be finalized in the coming weeks.

6. Constitution and Bylaws – Ray Simmons, Chair – Absent

No Report.

c. Presidential Council Liaisons - Absent

1. No Report.

III. UNFINISHED BUSINESS

a. Questions for Fall Survey.

1. Ms. Tribble asked that each committee present one question to be included on the upcoming Fall Survey. Those questions are due by Monday, July 11th.

b. Representative on Founder Day Committee.

1. The Senate unanimously approved the appointment of Lee Ann Wambach to the University Committee.

IV. NEW BUSINESS

a. Other University Committee Appointments.

1. Ms. Tribble reviewed the current openings on University Committees that will need to have a representative appointed by the Administrative Senate. She asked that the Senate members review the openings and provide possible replacements for the open positions. The current openings include a 3 year term on the EEO Appeal and Hearing Board as well as 1 year term on the Traffic Appeals Committee.

b. Goals for the Senate in 2011-2012.

1. The Senate will hold a retreat on Wednesday, August 3rd. This retreat will allow the Senate to establish goals for the upcoming year. This retreat is an extended version of the monthly meeting and will take place in the BEC building from 1:30 to 4:30.

V. ANNOUNCEMENTS

a. No Announcements.

VI. ADJOURNMENT

- a. There being no further business, the meeting was adjourned at 4:15 p.m.

Timothy Jones
Secretary/Treasurer