

Minutes  
University of Southern Indiana  
Administrative Senate  
Wednesday, March 7, 2018  
3 p.m.  
UC 2206

The meeting was called to order at 3:00 p.m.

Andrea Gentry, Chair; Ingrid Lindy, Vice Chair; Larry Back, Past Chair; Jaclyn Dumond, Secretary/Treasurer; Maggie Carnahan; Teresa Grisham; Jacob Hansen; Erica Hooker; Angel Nelson; Tricia Tieken; Ashley Watson; Steve Bridges

Caylin Blockley; Jeanne McAlister; Britney Orth; Katherine Draughon

Natalie will be focused on various projects like improving the orientation/onboarding process for newly hired employees. Research shows that individuals are most likely to leave a new job in the first year due to lack of understanding the job or not feeling connected to the organization. The revamped orientation process will include a discussion about USI's vision and mission to help the employees feel better informed about the institution. In the future, Natalie would like to explore offering a mentorship program for employees who have been at USI at least 3-5 years; these veteran employees would be able to take new hires under their wings. Finally, Natalie has been working with one department on campus already to pilot a Supervisor Training Program to give the tools and resources new supervisors need to be successful.

Nancy Lumley and Wendy Summers shared that the Benefits Department will soon conduct an audit of dependents covered by USI employees' insurance, per best practices. (While spring 2018 was discussed at the Senate meeting, later the Benefits Department said this audit will now occur in fall.) All employees whose spouses and/or dependent children are covered by their USI insurance will be asked

Andrea Gentry

I attended Dr. Bennett's campus-wide budget presentation on February 12. This presentation is to inform the campus community of what was funded for 2017-2018 and what the funding priorities are for 2018-2019. The main priority for 2017-2018 was maintaining progress on salaries (campus pool and

they would select as the priority. I'll be meeting with them in the near future to discuss the matter further. Additionally, I want to be able to advise this body and other two bodies of the best approach in next year's budget presentation – a unified request or a unified presentation. There is a difference.

President's Council met February 27 and I attended.

{ Jeff Sickman discussed efforts around the Financial Care team.

{ Provost Rochon reported the University is engaged with Panama and the University of Arkansas is the only other university that is also engaged with them. Two cohorts of Panama students will be entering USI.

{ A UNIV 101 course will be taught in Spanish.

I attended the Master Plan Final Review meeting on February 8.

I attended the Board of Trustees meeting on March 1.

I attended a Milestones planning meeting on February 19. Ashley Watson and her committee have plans underway for this year's event.

#### Ingrid Lindy

Ingrid is working through past End-of-Year reports from former Senate committee chairs to create the basis for the database of Items for Consideration. She's noticed that committee work does not always carry forward from one year to the next, perhaps in part because of committee turnover. Another goal for committees will be to report back to the individuals making the request so they know what happened with their requests. The Executive Committee will need to consider whether the database should be made public.

– Ashley Watson, Chair

Ashley shared the list of events occurring in March which Senators might wish to promote within their districts. The committee is working to be sure all honorees' job titles are correct and will send a save the date email soon.

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