

**The Senate did not have quorum on November 3, 2021. The monthly meeting was rescheduled to November 17.*

The meeting was called to order at 3:01 p.m.

Steven Stump, Vice Chair; Britney Orth, Past Chair; Brandi Hess, Secretary/Treasurer; Maggie Carnahan; Nathan Payne, Nick Bebout, Robert Threet, Megan Doyle, Carissa Prince, Betsy Mullins, William Pool, Taylor Gogel. Liaison VP Steve Bridges, Kat Draughon.

Jake Hansen, Ray Simmons.

Motion made by Carnahan to approve the October, 2021 minutes. Taylor 2nd. Motion passed.

Jake Hansen

No report.

Steven Stump

Stump reminded everyone that each committee should have a chair and vice chair.

Britney Orth

Orth reminded the Senate they may fill out a form to report their vaccination card and booster through the online form.

Brandi Hess

Hess reported expenses from Nurturing Our Nest initiative finally hit the account. There was a \$1,013.62 Printing and Publishing and \$5.74 Hospitality and PR charge. Expenses total \$1,019.36. Our balance is \$480.64. This is a reimbursable expense since the project was approved and supported by USI Foundation. Hess will be completing the paperwork for reimbursement from the Foundation.

Hess also represented Administrative Senate at the COVID-19 Task Force meeting this morning. Discussion was around the federal vaccination mandate and how that relates to USI. The Task Force would like to remind employees to be mask ambassadors. Kindly remind students and guests to wear masks – do not be confrontational about it.

- Brandi Hess, Chair

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Doyle reported talking with Jim Wolf about the installation of water fill stations. Based on the need across campus, the installation project has been completed. If a department or area would like more, that can be requested and is a departmental expense. It is possible more will be installed using Pandemic dollars as more people may use water fill stations rather than drinking fountains. The Senate will contact the original IFC submitter to inform them of the process for requesting water fill stations in specific areas.

4:32 p.m. Meeting adjourned.