

Minutes
University of Southern Indiana
Administrative Senate
Wednesday, September 4, 2019
3 p.m. UC 2205

CALL TO ORDER: The meeting was called to order at 3:03 p.m.

ROLL CALL

PRESENT: Britney Orth, Chair; Jake Hansen, Vice Chair; Ingrid Lindy, Past Chair; Brandi Hess, Secretary/Treasurer; Jennifer Garrison; Ashley Ewearitt; Nick Bebout; Juzar Ahmed; Steven Stump; Sarah Adams; Angel Nelson; Stacy Draper; Taylor Gogel.
Kat Draughon, Liason

ABSENT: Rustin Howard
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We will be discussing more about these Listening Sessions and the questions/comments submitted during New Business.

During our October Administrative Senate Meeting we will have three (3) guests – Marna Hostetler to discuss the Rice Library and Emily Henson and another colleague who will be discussing the Financial Care Team.

Vice Chair: Jake Hansen
Hans

p.m. in UC 0257A. Discussion focused on the plans for professional development programs for the fall semester, which plan to be centered around the theme of Work/Life Balance.

The following was discussed:

1. The vice chair will work closely with representatives from Staff Council and Faculty Senate to make sure all employees are being included in this initiative.
- 2.

collected through this process, there may be items we (and the other governing groups) take on as charges.

Stump discussed the idea of creating a Master Calendar for Administrative Senate that could be for standing yearly events so that committees, especially the Events Committee, have guidance year over year on the events we host and timing. Especially with timing of the Nominations Committee in preparing for Administrative Senate Elections. Hansen recommended keeping historical calendars in there as well -- listing all our speakers, activities and events for each year since it can fluctuate from year to year. The Senators agreed it was a good idea to start one. Hess will create a Master Calendar folder in SharePoint so items could be stored.

Announcements:

The Registrar office is seeking volunteers for Commencement. Activities may include helping line up graduates, doing line checks, being a commencement marshal. For many roles, you don't have to stay for the entire ceremony. December 10 is Fall Commencement, and Spring is last Saturday in April. Email Angel Nelson if interested.

Adjournment

Motion made to adjourn meeting at 4:01 (Adams motioned, Ewearitt 2nd).