

Minutes
University of Southern Indiana
Administrative Senate
Wednesday January 7, 2015
3:00 pm
UC 2206

PRESENT: Senate Chair, Susanne Stanley, senate members: David Alexander, Deb Butler, John Campbell, Debbie Clark, Carey Franks, Karen Huseman, Ingrid Lindy, Cindy Miller, Mike Mohr, Beth Thompson, and Stephanie Walden-Schwake.

CALL TO ORDER: Meeting was called to order at 3:00 pm

APPROVAL OF MINUTES: The December 3, 2014 minutes were approved as distributed.

REPORTS FROM OFFICERS:

Chair: Susanne Stanley

- Executive committee met on January 6, 2015. Susanne shared with the committee what she was going to mention at the Faculty/Staff meeting on Wednesday January 7.
- Susanne had a short meeting with Dr. Bennett. Dr. Bennett is very supportive of the Parental leave policy and stated that yes it can be mentioned at the spring meeting. Details about the policy will be presented to all staff at a later date when the policy is implemented.
- Dr. Bennett also mentioned that she is supportive of researching the possibility of family sick time being used for the care of elderly parents and had asked Mary Hupfer to pursue. Susanne mentioned to Dr. Bennett that senate was still waiting on a report from HR on statistics for the use of family sick leave from the time it was changed from 5-10 days.
- 50th Anniversary planning is progressing. The website is now live and will be updated as more activities are added, be sure to take a look.

Vice Chair: Stephanie Walden-Schwake

- She is serving on the Steering Committee for the Higher Learning Commission accreditation team as a representative of Administrative Senate.
- The Milestone event planning team will start having meetings soon.

Past Chair: Jayne Tang, unable to attend

- No Report

Secretary/Treasurer: Debbie Clark

- Balance of the operating fund remains at, \$420.36.

Report from liaison: None in attendance

Reports from Standing Committees:

Administrative Affairs: Chair: Ingrid Lindy

- No report

Constitution and Bylaws: Chair: Deb Butler

- No report

Employee Relations and Benefits: David Alexander

- No report, but Dave commented that Donna Evinger should be thanked for her contribution in working with them on the Parental Leave Policy.

Events and Outreach: Chair: Brandi Hess, not present.

- No report

Nominations and Elections: Chair: Jayne Tang, not present

- No report

Professional Development: Chair: Carey Franks

- Discussed the possibility of an outside speaker in the spring and also some presentations in the summer months.
- She will try to get attendance counts for the workshops that were held for Administrators during the Spring faculty/staff meeting.

Unfinished Business:

- The minutes for the November meeting that were voted on via email were approved as distributed.
- The item for consideration regarding section B.11 of the handbook in regards to outside employment was also voted on via email and passed with 13 yes votes.
- Review of the Admin Senate procedure manual is still ongoing.

New Business:

- Nothing presented

Announcements:

- Next meeting is February 4, 2015 in UC 2206

Adjournment:

- Meeting was adjourned at 3:50 pm.