

Professional Staff Senate Meeting Minutes

April 8, 2010

Present: Terri Heggemeyer, Nick Muir, Jamie Mackling, Marilyn Yates, Amy Carpenter

Absent: Valerie Knight, Kevin Halle, Mary Carstens

Guests: Lin Brummels, Robin Labenz, Derek Anderson, Charissa Loftis, Debbie Johnson, Amanda Rusch

Nick Muir called the meeting to order at 2:00 pm. The meeting was held in the Student Center Bluestem Room.

Minutes: The minutes from the March 2010 meeting were reviewed and approved.

Treasurer's Report: Our current balance is \$412.78. Terri reported that no activity had taken place in the past month. A plant was sent to Lois Nuerenberg's funeral from the Professional Staff Senate. The Treasurer's Report was approved.

Committee Reports

Mentoring: Lin Brummels - No new requests for Mentors this month were received. Some new staff have been hired and more searches are under way. A letter about the mentoring program will be sent to new professional staff employees.

Social: Marilyn Yates will organize a picnic for sometime in July and will get information out to professional staff.

Recognition: Valerie Knight - Nick Muir reported for Valerie. The Professional Staff Recognition brunch is set for June 8, 2010. Valerie has been working with the HR Office and a Black and Gold theme is planned. Nick also noted that he will send out a reminder for professional staff to submit recommendations for the annual Professional Staff Recognition Award.

Continuing Ed: Mary Carstens - Terri reported that the Dress for Success presentation will be 4/14/10 at 7:00 pm. Nick distributed information from Sandy Scofield from the Lincoln Journal Star. He is trying to put together a webinar to discuss Nebraska's budget situation. Anyone interested in this subject should contact Nick Muir.

Membership: Heather Reinhardt - No report.

Hospitality: Dorothy Weber - No report.

Policy: Kevin Halle - No report.

Communication: Ron Vick Sr. has been sending out communication as received. Contact Ron if there is any communications that need to be forwarded to all members and committee information was updated.

New Business

Campus Budget Advisory Committee: Dr. Collings met with the Advisory Committee and reviewed budget information with the group. This information was also discussed at the President's Cabinet meeting.

NSCPA: There will be a professional staff union bargaining meeting soon. Eligible professional staff can submit concerns regarding their status even if they are not dues-paying members.

Professional Staff Grants: Nick received communication from the WSC Foundation that the foundation endowment has not recovered sufficiently to provide funds for Professional Staff Grants for 2010-11.

Professional Staff Survey: Nick reported that the survey results are expected prior to issuing new contracts for next year. The Board may elect to re-title some positions. There was concern that any changes could affect salary and/or possibility of advancement. It is hoped that there will be time to respond to any forthcoming changes.

Student Senate sponsored tobacco-free campus proposal: Students can go to e-campus to vote about the tobacco free campus options. Nick will look into the possibility of placing a similar voting option on e-campus for professional staff.

New Staff Orientation: Marilyn presented the idea of a structured New Staff Orientation. This would include more than just learning about benefits. It would occur over about the first month of beginning to work at WSC and would include a tour of campus buildings, services and introductions to people across campus. This lead to a general discussion of how to educate current employees about all the services available on campus. Many people do not know what each office or services can offer to students or employees. Charissa suggested further discussion about some kind of informational program for the campus.

Announcements:

1. NCATE visit is scheduled for 4/18 -4/20/10. There is an open session on 4/19 at 2:00 in Ley Theatre. The campus is invited to participate.
2. The Admissions search has been narrowed to four candidates. Employees are invited to participate in the open campus sessions to meet the candidates the week of April 19th.
3. The Assistant Dean/ Director of Residence Life search is conducting phone interviews. Campus interviews will be toward the end of April.
4. Office information brochures are available in the Library and other brochure racks around campus.
5. Announcements of known retirements were made.
6. Summer hours were noted.

Respectfully submitted, Lin Brummels
for
Valerie Knight, Secretary