Professional Staff Senate Meeting  
Senate Meeting Notes  
Wednesday, August 10, 2011  
Boyington, Student Union Building

In Attendance  
Kristine Barney, Sari Byerly, Jami Dye, Peter Jurhs, Mark Messing, Sundi Musnicki,  
Kathleen Tuck, Karen Wargo, Marlene Weis

Absent  
Robert Buel, Dan Griggs, Corrine Henke, Chris Hyer

I. Call to Order  
Kathleen called the meeting to order at 10:36 a.m.

II. Review and approval of minutes from July meeting  
Karen motioned to approve the minutes, Marlene seconded the motion and the  
committee voted unanimously to approve the July 13 meeting minutes.

III. Treasurer’s report  
a. The Appropriated account balance is $2,134.06, and includes our carry  
forward of $209.06 and the current year budget load of $1,925.

  b. The Local account balance is $3,705.07. Expenses paid since the last  
report totaled $100 for the Professional Staff of the Year award.

IV. Review and vote on emeritus application  
No emeritus applications were received since the last meeting.

V. Old business  
a. Committee assignments: All of the committee assignments were  
accepted. Rather than conducting a formal training, Corrine will contact  
each new committee member directly about their new assignment  
responsibilities. The Senate will make contact with all committee  
members once or twice a year to follow up on committee involvement.

  b. Professional staff survey: Karen updated the survey with changes  
suggested by the Senate. Peter will distribute to the Professional Staff  
Association on Tuesday, September 6. Jami will provide a copy of the  
email distribution list to Peter.

  c. PSA brochure draft: Sundi incorporated changes to the brochure based  
on Senate feedback. There was a request to place the events/programs in  
the order they occur and to add the year for the luncheons. Jami will  
forward the mail distribution list to Sundi.

  d. Bronco PrimeTime Event: Moving the annual business meeting from a  
luncheon to a hosted Bronco PrimeTime event was discussed. The Senate  
decided to try hosting a PrimeTime event in the near future to determine  
how successful it will be. If it is well attended, this is a change that can be
reviewed again for the 2012 annual business meeting luncheon. Dates for the event were discussed and Kathleen agreed to check on the availability for October 20. The Senate proposed trying to coordinate with other homecoming events. Kristine motioned to approve and Sari seconded and the committee voted unanimously to host a Bronco PrimeTime event.

VI. New Business
   a. Incentives for association member involvement (Jami/Sari): The committee brainstormed ideas for improving Professional Staff involvement in the Professional Staff Association activities/events. Coordinating random raffles was thought to be a great idea, including, smaller raffles throughout the year and a large raffle at the luncheon in May. The committee was given an assignment to make contacts and locate prizes for upcoming raffles.
   b. Fall luncheon planning committee: Robert, Sundi, Karen and Marlene volunteered to head up the fall luncheon planning committee. Karen will provide notes kept by the planning committee last year. The committee is tasked with the coordination of the menu, pricing, and honorary lunches.

VII. Announcements
    Don’t miss the State of the University address on Wednesday, August 17.

VIII. Adjourn
    Kathleen adjourned the meeting