Members in attendance: Katie Thomas, Kimber Shaw, Kori Smith, Rob Littrell, Julie Bu, Maria Mabbutt, Karen Hansen, Aaron Culver

Absent: Ben King, Jared Cox, Rachel Duffy, Matt Lundgren, Erin Colburn, Rebecca Young, Daniel Gold

1. Call to Order - Katie Thomas/Kimber Shaw, President/Past President, called the meeting to order at 4:08 PM

2. Guest Presenter - Maya Duratovic from COAS on Technical Communications Graduate Program opportunities

3. Minutes
   a. May 19 Minutes Approved

4. Treasurer’s Report
   a. Luncheon Costs - to be distributed to Senate post meeting
   b. Staff Appreciation costs - to be distributed to Senate post meeting
   c. End of FY16 budget - to be distributed to Senate post meeting

5. Old Business
   a. Committee review - a survey went out, uncertain as to what is done with data; review of committees handout distributed; Kimber and Katie will coop the Wellness Champion duties; Student Fee Committee requires Senate Member, Maria Mabbutt will represent Senate; Disability Advisory Group (inactive), Rob Littrel will reach out to contact to attempt to reactivate; Facility Naming Committee (University Naming Committee) needs Professional Staff Member does not have to be Senate member; Parking Citation Appeals Review Board needs Senate member; Safety & Security Advisory Committee (Inactive), Senate would like to see it is reactivated; Workplace Climate Monitoring Committee is inactive; survey will be created to send to Pro-Staff to self nominate for committees; Google Form will be shared
   b. Professional Staff of the Year - Plaque update, needs to be updated in HR office; Kimber will get photo over to HR representative.
c. Staff survey - 2009 info, create new (July) - Survey of professional staff to "take pulse" in order to guide what the PSA Senate should be focusing on. The 2009 survey results will be sent to senate. Goals to be set after staff is surveyed, based on feedback from Pro-Staff; Rob Littrel with Qualtrics will organize, and Katie will assist; 2009 survey will be used as guide. Deadline for questions to be added to survey from Senate will be established.

d. Continued discussion on connecting with staff - Senate does participate in ONE Boise State Orientation; talking points to be used as handout. Currently no marketing materials for Senate, should be goal of Senate to develop marketing; up and running by Fall? Student opportunity to develop graphic design for Senate? Aaron will reach out to Andrew Mason about graphic design volunteer portfolio work--Sub Committee to assist in this; Aaron, Kori, Maria
   i. Personal calls and invites - Senate Members responsible for certain divisions/departments?
   ii. Develop mailer to send to new people - Should be tied in with development of marketing materials
   iii. Networking events (all senates?) - ACE, BSUAOP?

6. New Business
a. One Boise State Orientation - continue participation? - Yes, and talking points to be used as handout, as well as marketing materials to be developed

   b. Senate photo - To be scheduled during upcoming meeting time

c. 2016-17 meeting times - 2 times scheduled, regular monthly meeting on Tuesday, with Bi-weekly optional meeting every other Wednesday; Alexander room in the SUB is now new meeting place for regular meeting, and RFH 311 for alternative meetings

   d. October 19th tentatively scheduled for Fall luncheon, coordination with ACE president; Spring luncheon date potential? Early to mid April suggestion; Staff week Katie will be working on, will reach out to ACE

5. Other - Senate constitution; Katie will send out to Senate for review and potential updates; access to google folder will be given to new Senators for review

6. Adjournment
   Meeting adjourned at 5:04 PM