Professional Staff Association  
Senate Meeting Notes  
July 8, 2009  
Trueblood Room, Student Union Building

In Attendance:  
Bill English, Mandy Nelson, Pat Pyke, Mike Reed, Ferd Schlapper, Kathleen Tuck, Kimberly Woodings

Absent:  
Beth Oppenheimer, Alain Rodrigue, Melissa Wintrow

I. Call to Order and Opening Activity
   - Ferd called the meeting to order at 10:36am.
   - Ferd passed out information regarding the smoke-free campus policy going into effect August 17, 2009. There were many questions about enforcement. Ferd confirmed that it is a policy change and that there are repercussions for non-compliance.
   - Gavel is passed to Kathleen for the August meeting.

II. Review and Approval of Minutes from June meeting
   - Kathleen moved to pass the minutes as is. Ferd seconded the motion and the senate voted unanimously to approve the June meeting minutes.

III. Treasurer's Report
   - Mike reported that our balances are the same as last month, but expects $1925.00 to hit the appropriated account by the end of the month.
   - Due to vacation, Beth was not able to turn in her expenditure by the end of June. Mike is working on this.

IV. Committee Outreach Chair: Kimberly's report
   - Kimberly has contacted every committee that professional staff serve on and asked them to review the information we had regarding their committee. She has made several updates and will provide the information to Melissa.
   - There are 13 committees that need to replace members.
   - Working on a survey to professional staff members. Wants to send out solicitation by end of week. (Update: email went out 7/16/09)
   - Next meeting is August 12th. Is that too long to wait to assign committees? Mike asked how it was done last year. Kim reported that the senate didn’t meet last summer, so a special meeting was held to make committee assignments. Many committees are meeting over the summer so we need to meet sooner rather than later. There has been a lot of interest in serving on committees in the last few years.
   - Pat suggested that we provide more information about what they need to do when applying as there has been confusion in the past. Kim is trying to clarify by using a Qualtrics survey. (Update: The Qualtrics survey didn’t work out so a Google form was created)
   - Mike said that Melissa is interesting in surveying professional staff about what they would like our senate to work on. Ferd suggested that this be a follow-up email to the committee email.

Committee Information:
   - Affirmative Action Committee: Melissa wants to hold off on assigning anyone to this committee. It has been brought to her attention that there is currently no training provided to committee members. She wants to talk to Holley about training opportunities. The committee would like someone with minority representation if possible.
   - Distinguished Lecture Committee: Committee went away but is back.
o Homecoming Committee: Must be from senate. Have already missed the two June meetings. Need to fill ASAP. (Update: Kimberly contacted the committee and they have agreed to let any professional staff member sit on this committee. Due to the urgency of filling this position, Kimberly approached Camille Mongelli and she has agreed to sit on this committee.)

o HR Advisory Committee: Must be from senate. Meets September – May. Ferd is interested in serving on this committee.

o Policy Advisory Group: No longer exists per Randi McDermott. Staff can sign up for email notification of policy changes. Mike reported that Melissa expressed concern to Jane Buser that there is no opportunity for input. Kim will follow-up with Randi on how to provide input or know when policies are being reviewed.

o Student Fee Committee: Lynn Humphrey will help select for this committee. They would like someone with budgeting experience.

o University Naming Committee: Must be senate President. Melissa will serve.
  - Kimberly stated that committee members will need to report back to the senate. She would like to partner with a senator to provide a mini-training session to committee members. We do not just want to receive the minutes from the meeting. Pat said she would like to work with Kimberly.
  - A special meeting for selecting committee members will be convened before the August 12th senate meeting.

V. Old Business

- Bill met with Zab yesterday about the unpredictable flyout of links on left side of website. He took a look at ACE and Faculty senate websites for comparison. Kimberly pointed out that Faculty Senate is already using the new template. Kimberly suggested adding a hit count to the website.
- Bill forwarded 2 emeritus applicants with a letter to the Provost.

VI. New Business

- Mike reported that Melissa wants us to get more involved with HR and the Legislature downtown. She will report more at the next meeting.
- Ferd suggests that we stress the value of employees to the legislature. Pat pointed out that without understanding the value of employees it makes it easier for the legislature to implement things like the new part-time employee benefit changes.
- Organize a sub-committee to create survey questions for all professional staff. Will send out after August 12th meeting. Review of questions at August 12th meeting.
- Kathleen motioned that a sub-committee form to create questions for an all professional staff survey. Pat seconded the motion and the senate voted unanimously to approve the motion. Mandy will set-up a meeting.
- It was decided that we would honor deceased professional staff (current or emeriti) by sending a card to the family from the PSA.
- 2010 Luncheon Assignments:
  - Winter luncheon: Kathleen, Mandy and Pat
  - Spring luncheon: Beth, Ferd and Alain
- Goals for new year:
  - Newsletter: Bill questioned if there was really enough information for an entire newsletter. Perhaps the Update is a more appropriate place. Kathleen said that the Update goes daily in August. Kimberly suggested a link in the Update to the PSA website. Information from sub-committees, etc could be posted to the PSA website.
  - Promote awareness and involvement: Kathleen suggests something fun on the quad. Bill suggested collaborating with ACE and challenge Faculty Senate to a wiffleball tournament. Ferd suggested building relationships by creating competitions with ACE – i.e. blood drives, etc...
Mike suggested that we wait to hear back from the Professional Staff survey before we set concrete goals.

- Pat suggested that we set an example and challenge professional staff to make a healthy change in their lives. Tie into the Breath of Fresh Air campaign. Kimberly said that updates could be provided at the winter luncheon. Professional staff could pledge their commitment on the PSA website. Ferd said that the Breath of Fresh Air was talking about integrating the University Shared Values with healthy lives, caring community, and better education. Kim suggested including Jodi Brawley.

- Pat made a motion that the Professional Staff Senate support the Breath of Fresh Air campaign with a healthy lifestyle pledge. Senate members would pledge to make one healthy lifestyle change and challenge and provide support to other professional staff members to take the challenge. Mike suggested that it may be better to tie in with Health and Wellness rather than doing our own campaign. Ferd suggested challenging ACE and Faculty senate. Motion was tabled. Ferd and Pat will connect outside of meeting to brainstorm.

- Kathleen suggested that we create a facebook account for PSA. This will be looked at in the future.

VII. Announcements

- Joyce Weir is presenting at ACE on benefit changes on July 14th. Email Mike if interested in attending.

- Next Professional Staff Senate meeting will be Wednesday, August 12, 2009 in the Alexander room from 10:30 to noon.

VIII. Adjournment

- The meeting was adjourned at 12:05pm.
Professional Staff Association
Senate Meeting Notes
August 11, 2009
Trueblood Room, Student Union Building

In Attendance:
Bill English, Kathleen Tuck, Melissa Wintrow, Mike Reed, Beth Oppenheimer, Alain Rodrigue

Absent:
Mandy Nelson, Pat Pyke, Ferd Schlapper, Kimberly Woodings

I. Call to Order and Opening Activity
   • Melissa called the meeting to order at 10:40 am
   • Kathleen showed how we can recycle, reduce, and reuse outdated BSU materials and make note cards, bookmarks, envelopes, etc.

II. Review and Approval of Minutes from July Meeting
   • Mike moved to pass the minutes as is. Beth seconded the motion and the senate voted unanimously to approve the July meeting minutes.

III. Treasurer’s Report
   • Mike reported our appropriated account balance is: $2,050.61 and our local account balance is: $4,946.01.

IV. Committee Outreach Chair: Kimberly’s report
   • Although Kimberly was absent, the senate discussed the process for the committee outreach.
   • Bill motioned to allow the expenditure of $50 to be used on refreshments for the committee orientation. Beth seconded the motion and the senate voted unanimously to approve.
   • Senate discussed the successful improvements of this year’s committee process although some improvements can continue to be made for the future.
   • Possible improvements for next year:
     • Define criteria and guidelines for each committee
     • Ask the chairs of the committees to identify their specific needs.
     • Construct questions on the application to apply to include: Are you looking for a professional development opportunity?, Do you have any special skills that would benefit being on this committee?
     • Define for the committee members the application process, expectations of being on the committee (i.e., Must attend an orientation session, report back to the Senate).

V. Old Business
   • The Professional Staff survey went out and to date, there were quite a few responses. Another reminder will be sent out.
VI. New Business

- Guest: Dale Seay from Human Resources came to give the senate an update on the professional salary survey.
- Dale gave a brief history of the salary survey. Currently there is no system in place to categorize the Professional Staff compensation system. Dale was asked 1 ½ years ago to create a market reference approach to assign jobs to salary ranges. The request was to create a market-based system which is different from the classified-and faculty-based systems, which are called classic-based systems.
- Dale presented a Power Point and spoke in-depth on the proposed new salary survey.
- Dale spoke of what will change: A market-referenced approach is being used to assign jobs to salary ranges, and information will be more readily available to managers and staff.
- He also spoke of what will not change: Most salaries will not change and no one will receive a salary decrease, and there will be no staff reductions resulting from this program change.
- The proposed timeline was discussed. August 24, 2009 – HR will obtain overall conceptual approval from executive management; August – December – Communications program to campus; October/November – Compensation policies/procedures reviewed with executive management; January 2010 – implement the approved system.

VII. Announcements

- Melissa met with ACE President, Faculty Senate, and Bruce Newcomb to discuss part-time employee benefits
- Melissa received the message that although the premiums were changed, the rules were not, so there will be no formal hearing.
- It was recommended that we host a reception for the state Legislature. We will discuss this further at the next meeting.
- Questions to discuss at the next meeting: How can we educate our colleagues on this issue?
- Next Professional Staff meeting will be on Wednesday, September 9, 2009 in the Student Union.

VIII. Adjournment

- The meeting was adjourned at 12:55 pm.
In Attendance:
Bill English, Mandy Nelson, Pat Pyke, Ferd Schlapper, Kathleen Tuck, Mike Reed, Alain Rodrigue, Melissa Wintrow, Kimberly Woodings

Absent:
Beth Oppenheimer

I. Call to Order and Opening Activity
   • Melissa called the meeting to order at 10:35 am
   • No opening activity

II. Review and Approval of Minutes from August Meeting
   • Ferd read an email from Dale Seay regarding updates to the professional salary survey.
   • Lots of discussion regarding Dale’s presentation.
     • Pat expressed concern regarding the lack of representation of academic units on the Advisory Council.
     • Pat motioned that the Professional Staff Senate (via Ferd, as he is on the Advisory Council) communicate with Dale to inquire about academic representation on the council.
     • Kimberly seconded the motion and it was unanimously approved by the senate.
   • Kimberly moved to pass the minutes as is. Alain seconded the motion and the senate voted unanimously to approve the August meeting minutes.

III. Treasurer’s Report
   • Mike reported our appropriated account balance is: $2,050.61 and our local account balance is: $4,946.01.

IV. Committee Outreach Chair: Kimberly’s report
   • Kimberly and Pat will be hosting an orientation session for new committee members today.
     • Kimberly created a sheet for each committee member from the handbook.
     • Kimberly updated committee information in the handbook. Melissa will send this out for review.
     • Kimberly emailed Randi McDermott regarding how the PSA can get involved regarding policy changes now that there is no policy committee. She has not received a reply back.
     • Melissa asked if Kimberly will keep in contact with committee members. Kimberly will be contacting them every few months.

V. Old Business
   • Discussions on part-time employee benefits
• Melissa shared the following information that she has gathered:
  • Mike Gwartney, Directory of Department of Administration, has absolute authority to negotiate on state benefits. In December 2008, the decision was made to cut part-time benefits significantly. No information regarding this decision was released until June 2009.
  • Donna Uhle, President of Idaho Public Employees Association, is trying to find a committee to gain oversight of Mr. Gwartney’s position. Long-term, she would like to remove that much power from one person.
• The senate presidents met last week to investigate whether or not this can be stopped.
  • Department of Administration says no.
  • Talked about a forum with Legislators, but feel that there is not enough time to do this before the change goes into effect.
    a. Should we do something when they are back in session?
    b. Should we ask the Legislature to pose the question of legality to the Attorney General?
• President Kustra is supportive of us being vocal.
  • Melissa asked about possibly contacting the media.
  • Ferd suggested checking on policy regarding speaking out against the Governor.
• Ferd asked if Mr. Gwartney has the authority to unilaterally decide to cut the benefit package.
• Pat suggested comparing the number of part-time classified and professional staff employees at peer institutions.
• A joint meeting of all three senates was discussed and all in attendance agreed it would be a good idea.
• We would like to reach out to other staff associations at other Idaho institutions to see how the change is affecting them and if they are doing anything to try and stop it.
  • Mike will contact UI
  • Alain will contact LCSC
  • Kathleen will contact ISU
• Ferd mentioned that there was a presentation on organizing staff associations. They may have a contact list for other institutions. Ferd will send out if he can get one.

VI. New Business
• Melissa briefly mentioned hosting an event with ACE and faculty senate to meet legislators and present the pro staff message.
• Emeritus language change
• Bill proposed wording changes to the current policy. What does “Department support” mean? Suggests changing department to work unit – tabled until October for further discussion.

• Discussion of Survey Results:
  • Discussions on senate representations via elections.
    • Possibly look at restructuring senate to allow for representation from more areas of campus.
  • A lot of surveys showed interest in social aspects
    • Kathleen and Pat both really like the idea of a staff recognition week.
  • Brown bag to discuss issues effecting all professional staff
    • Kimberly suggested implementing a networking aspect to brown bags.
  • Volunteering opportunities
    • Pat suggested following up with people who indicated that they would like to serve on a committee with specific suggestions of how they could get involved (i.e. – brown bags)
  • Pat pointed out that whatever we start, we have to manage. Best to start small. All agreed.
  • Mike pointed out that many surveys mentioned changing fee waiver to plus 1 rather than spouse.
    • Bill mentioned that there was a concern among Idaho Colleges regarding a plus 1.
    • Kimberly suggested that this could be a brown bag.
  • Ferd suggested that we follow-up on survey results so people know that we are taking action on their concerns.
    • Melissa will draft an email and have results posted.
  • Ferd, Kathleen, Kimberly and Pat will meet to brainstorm how to put this all into action. Melissa said to make it “manageable but exciting!” They will report back at the next meeting.

VII. Announcements
• Next Professional Staff Senate meeting will be Wednesday, October 14, 2009.
• Next meeting: update from Winter Luncheon Committee.

VIII. Adjournment
• The meeting was adjourned at 12:23 pm.
In Attendance:
Bill English, Mandy Nelson, Beth Oppenheimer, Pat Pyke, Ferd Schlapper, Kathleen Tuck, Mike Reed, Alain Rodrigue, Melissa Wintrow, Kimberly Woodings

I. Call to Order and Opening Activity
- Beth called the meeting to order at 10:34 am
- For the opening activity Beth talked about the new SUB branding “Connect, Create, Discover”. She handed out a new brochure the SUB has created and fun pens that display the new branding taglines when you click the pen.
  i. Beth explained the differences between the video wall and the new electronic kiosks. The new kiosks are replacing the current paper schedule of events posted in the SUB and can be used by departments and groups to advertise and promote events on campus and in the SUB. Beginning in January there will be a fee for this advertising space. The video wall is to be used for more professional advertising of events on campus (lecture series, etc).
- The gavel was passed to Pat for the next meeting.

II. Review and Approval of Minutes from August Meeting
- Beth moved to pass the minutes as is. Kathleen seconded the motion and the senate voted unanimously to approve the September meeting minutes.

III. Treasurer’s Report
- Mike reported that personal reimbursements must be processed through the travel system. Mike doesn’t have security so we will have to process ourselves. We are not sure who will end up signing these. Lola Michaels indicated that they will be reviewed on a case by case basis.
- Businesses can still submit an invoice.
- No current expenses.
- A motion was made yesterday (via email) to approve Melissa’s expenditures for the JFAC meeting. No vote was taken. Does this really need a vote? Mike will follow-up with HR.

IV. Committee Outreach Chair: Kimberly’s report
- Kimberly and Kathleen met regarding the professional staff survey results and created three committees: Social/Athletic (organized by Kathleen), Volunteering (organized by Kimberly) and Networking (organized by Ferd and Pat).
- They identified people who expressed interest and made contacts to find a staff member to coordinate. Kimberly has contacted Amy Smith for Volunteering and Robert
Buel is the chair of the Social/Athletic Committee. Updates from the Networking Committee will be presented next month.

V. Old Business

- Robert Buel gave an update from the Social Committee. The committee met and brainstormed about 40 ideas. The top two that emerged were a basketball shoot off and a social gathering at the Winter Concert.
  - Basketball shoot-off: Lunch-time event. Contestants will have 1 minute to shoot as many shots from the free throw lines as they can. Winners from the shoot-offs will be part of the ½ time show at a Boise State Men’s Basketball game and will get some sort of prize. Taco Bell Arena/Kinesiology have agreed to let us use Bronco Gym for the shoot-offs. Mike has agreed to help coordinate a prize from the Bookstore. The only cost is the prize. Anticipate at least 50 participants. Will need volunteers to help with score keeping, time keeping, ball chasing and filling the racks. Estimate 8 volunteers per shooter.
    - Pat asked if open only to professional staff.
    - Ferd suggested making it a competition between professional staff and classified staff, and could include the faculty too. It was decided to be a professional staff sponsored event, but open to all.
  - Social Gathering at Winter Concert: To be held in the Founders Room in the Morrison Center. Capacity is only about 80 comfortably (125 is max capacity but would be crowded). Sunday night concert beginning at 7:30. Reception could start at 6 or 6:30. The room is $250. Cost of food? Have requested catering quotes.
    - Mandy asked if there would be some sort of RSVP or if it would be an open house.
    - Mike encouraged RSVP for count, but not to limit number.
    - Kathleen suggested the Danny Peterson Theatre (Stage 2) as another option, but it may not be as big of a draw as the Founders Room.
    - Robert asked about RSVP tools. Kimberly suggested using Google Apps.
    - Bill said he likes the idea, but do we have $500-600 to spend? Mike asked what the local account it usually used for. Kimberly said it is to cover a luncheon should HR choose not to cover it. Mike wants to verify with HR that they will be covering the luncheon prior to deciding on the concert reception. He will contact HR today.
    - Bill made a motion to move forward with the basketball shootout. Beth seconded and the senate unanimously approved the motion.
  - Melissa gave a brief overview of her meeting with Dean’s Council last month. They discussed part-time benefits. They asked a lot of questions about how professional staff in academic departments differ from other areas. Melissa told the Dean’s that we are looking at changing the structure of the senate to be more representative across campus. They also discussed professional staff salary compensation.
• Discussion on part-time benefits:
  • Kudos to Melissa on her NPR spot!
• JFAC Meeting Update:
  • At 8 am Melissa, ACE and State Employees Union greeted legislators and gave them packets with all of the testimonials. During the meeting there were lots of questions about FTP vs actual employee numbers.
  • Total savings this year is 1.6 million – this goes back to the agencies.
  • Pat asked if there were any questions about authority. Melissa said no.
  • Sue Chew would like to try to allow Melissa to talk to the committee for about 1 minute. Senate brainstormed major talking points Melissa should address:
    1. Minimum amount of savings compared to the human cost.
    2. Contrary to President Obama’s proposed health care plan to see all insured.
    3. Devalues part-time employees. We will lose employees.
  • Melissa asked, as senators, what do we want to do? Beth asked what we can do. Mike suggested getting the information out to departments. Perhaps going to department meetings and putting a name and face on the issue. Ferd asked if this could be stopped. Beth suggested that only the Governor could stop it at this point.
• Faculty Senate update:
  • Bill reported that state universities legal counsels got together behind closed doors to find ways to avoid a label of financial exigency in the case of a state budget emergency. Some of the items discussed were removing tenure and adjusting salaries mid-contract. This was put on the State Board of Education (SBOE) agenda. Faculty Senate was outraged. Goal still remains to separate the University from SBOE policies to manage themselves in financial emergencies. Dr. Kustra said this issue has been removed from the SBOE agenda and will work with faculty to come up with a way to make these sorts of changes.
  • Melissa suggested that time is ripe for a shared governance (Faculty Senate, PSA & ACE).

VI. New Business
• Lola Michaels from the VPFA Office, presented information on United Way. She passed out information packets and shared her personal story. She requested that we give and pass the word to all professional staff. Campaign goes until October 31, 2009.
• Winter luncheon – Pat, Kathleen and Mandy will be meeting and giving an update next month.

VII. Announcements
• Next Professional Staff Senate meeting will be Wednesday, November 11, 2009.
VIII. Adjournment

- The meeting was adjourned at 12:10 pm.
In Attendance:
Mandy Nelson, Beth Oppenheimer, Pat Pyke, Kathleen Tuck, Alain Rodrigue, Melissa Wintrow, Kimberly Woodings

Absent: Bill English, Mike Reed

I. Call to Order and Opening Activity
   • Pat called the meeting to order at 10:37 am
   • For the opening activity Pat shared information about the College of Engineering. She handed out a College of Engineering highlights card and newsletter. January 30, 2010 is Family Engineering Day for the community. Pat also handed out pens made of recycled materials and earrings and wine markers made out of recycled electronic components.
   • The gavel was passed to Alain for the next meeting.

II. Review and Approval of Minutes from October Meeting
    • Kathleen moved to pass the minutes as is. Pat seconded the motion and the senate voted unanimously to approve the September meeting minutes.

III. Treasurer’s Report
    • Mike reported via email that there is no new financial update.
    • Kimberly’s reimbursement is pending Jane’s approval.

IV. Committee Outreach Chair: Kimberly’s report
    • Kimberly sent an email to everyone serving on a committee asking for updates. She has not received anything back yet. She also updated the website committee information.
    • With Ferd’s departure from the university, there is an opening on the HR Advisory Committee. This must be a senate member. Ferd also sat on the Professional Staff Salary Administration Project committee. Kimberly contacted Dale Seey about replacing Ferd. Pat stated that she and Ferd had previously contacted Dale about adding an academic representative. Beth agreed to fill Ferd’s spot on the HR Advisory Committee. Kimberly will notify Jane.
    • Matt Lundgren will chair the Volunteer Sub-committee.
    • Pat asked if anyone wanted to fill in for Ferd to help her coordinate the Networking Sub-committee, but added that she is happy to do it by herself if necessary. Melissa wants to endure that each senate representative for the 3 sub-committees stays in touch with the chairs of each committee in an advisory role. Melissa will add updates from these committees to the agenda each month.

V. Old Business
    • Kathleen gave an update on the Social Committee Basketball shoot-out event.
VI. New Business

- Some senate members met with Stacy Pearson and Jane Buser about changes in policy regarding employee contracts. Proposed change from 90 to 60 days for contract non-renewal. Melissa asked Stacy to present the information to a larger audience. A meeting has been scheduled for Thursday, November 19, 2009 at 2:00 p.m.
- Winter luncheon: January 7th in the Jordan.
  - Food options are limited due to expense. Looking at having chicken marsala, potatoes and broccoli. There will be a vegetarian pasta option also. The luncheon committee would like to subsidize the cost of the luncheon by approximately $3.50 per person. Alain asked what our expenses were last year. Kimberly had the numbers from two years ago and the cost was about $1650. Costs include the SUB, catering, the Professional Staff of the year award and plaque. Kathleen motioned to subsidize the cost of the luncheon and charge $7.00 per person. Mandy seconded. 4 aye votes 1 abstention. The motion is carried.
  - Pat has invited the President and VP’s. Sona is out of town and will not be able to attend.
- Ferd’s departure has left an open senator seat. Bill and Melissa discussed looking at the ballot to see who ran and see if there is anyone from an under-represented area of campus. Melissa will email out the names.

VII. Announcements

- The senate structure will be discussed at the next meeting.
- Next Professional Staff Senate meeting will be Wednesday, December 9, 2009.
VIII. Adjournment

- The meeting was adjourned at 12:02 pm by Alain.
Professional Staff Association
Senate Meeting Notes
December 9, 2009
Alexander Room, Student Union Building

In Attendance:
Sari Byerly, Bill English, Mandy Nelson, Beth Oppenheimer, Pat Pyke, Mike Reed, Kathleen Tuck, Alain Rodrigue, Melissa Wintrow, Kimberly Woodings

Absent:

I. Call to Order and Opening Activity
   • Melissa called the meeting to order at 10:35 am
   • We did introductions for Sari as this was her first meeting.
   • For the opening activity, Alain plugged the Rec Center. He passed out mugs and the new fall 09 schedule.
   • The gavel was passed to Mandy for the next meeting.

II. Review and Approval of Minutes from October Meeting
   • Alain moved to pass the minutes as is. Kathleen seconded the motion and the senate voted unanimously to approve the November meeting minutes.

III. Treasurer’s Report
   • Mike reported a charge of $77.59 from the Printshop for the basketball shootout flyers.
   • Still working on Kimberly’s reimbursement.
   • Outstanding charge for Melissa’s Kinko’s expenses.
   • Luncheon subsidy will come from local account.

IV. Committee Outreach Chair: Kimberly’s report
   • Update from Health Wellness & Counseling via an email from Cal Gillis to Kimberly
     o New name – University Health Services
     o Will move to NORRCO building over the semester break.
     o Ferd’s responsibilities have been split among other staff until a replacement is hired. Target date is July 1, 2010.
     o Kimberly read Cal’s email regarding psychiatric care provided to students at Boise State. Cal asked if PSA is interested in hearing more about this issue. Melissa and Bill both stated that while we don’t benefit directly from these services, we should support the services they provide to students. Alain and Kathleen expressed concern on whether this is really part of our purpose when there are other things we could focus on. Beth encouraged us to get more information before we decide on how we can or cannot help. Kimberly will contact Cal about having him and Dan Timberlake attend a senate meeting to provide more information on this issue.
• Kimberly met with Volunteer Subcommittee. Matt Lundgren is the chair. They brainstormed different ideas. Going to look into adopting a portion of the greenbelt around Boise State. Created a Google doc to share ideas.
• Pat updated on the Networking sub-committee. Sari volunteered to help Pat out. Regina Jenkins will chair this committee.

V. Old Business
• Professional Staff of the Year - 7 nominations. Bill has 3 volunteers to help him review and vote on the nominations. They will meet next week.
• Kathleen updated on the Social Committee b-ball shoot out.
  o Finals are Saturday, December 12th. Trish Lamb vs. Jerad Cox. Robert will represent PSA on the floor. Kathleen has provided the Taco Bell Arena with a script.
• Stacey Pearson Meeting – very well attended. Melissa will send Stacey a thank you card. Main feedback has been “Why do we even have a contract?” Melissa will check with Jane on benefits for part-time staff is they get furloughed.

VI. New Business
• Melissa is arranging a meeting with professional staff from other institutions. UI doesn’t have contracts?
• Renee, Owen and Melissa have been discussing holding a forum the week of January 25th in the evening to allow Legislators and state employees to meet. Kathleen volunteered to help. This would be an opportunity to educate the legislature on the hard work that state employees do. Melissa will move forward with this idea.
• Winter luncheon: January 7th in the Jordan.
  o Menu is arranged.
  o Speaker is confirmed
  o There will be updates from the new subcommittees.
  o Will include information about the Goodwill program in the reminder email.
  o Melissa will give an intro and update on what the senate has been doing.
  o Kathleen will create the agenda.
  o Pat will follow-up with the VP’s.
  o Beth will follow-up on the AV needs
  o Banner?
  o Committee will come 30 minutes early to help set-up and get ready.
• Emeritus language change – C.4. A vote of support by the majority of members of the recommending department.
  o Bill thinks it was a reaction to a misunderstanding and does not think we need a policy change. Melissa asked for clarification of current policy. The current policy is vague on the number of supporters needed. Melissa suggests that we leave it as is. Kimberly stated that she has no problem adding “or immediate work unit”. Bill motioned to leave as is. Mandy seconded. Senate voted – 6 ayes, 1 abstention. The motioned passed.
• Ferd’s departure has left an open senator seat. Bill and Melissa discussed looking at the ballot to see who ran and see if there is anyone from an under-represented area of campus. Melissa will email out the names.

VII. Announcements
• Goodwill program – employees can donate via payroll deduct.
• Next Professional Staff Senate meeting will be Wednesday, February 10, 2010.

VIII. Adjournment
• The meeting was adjourned at 12:00.