Meeting Minutes- August 2014

(No F2F Meeting Conducted this Month)

New Business

#1 - Review and vote the emeritus application for Cheryl Maille

CherylMaille_EmeritusNomination.pdf

#2 - Combined ACE & PSA Fall recognition luncheon date

- There are two times we have available
  - Oct. 16 or Nov. 5
- Which date do you prefer for the luncheon? The only item we need to consider is the fall state board meeting date (Does anyone know it?).

- With the details I have I would lean toward Nov. 5 for the luncheon to allow for maximum planning time.

- Last, I need 3 to 4 volunteers to work on the planning committee with ACE.

#3 - State Board meeting, according to website, is October 15-16

#4 – New Positions
Valerie has left the University so the past-president position was vacant. Karen Wargo has graciously stepped back into the senate to fill the past-president role again. Philip Storm has left the University so I asked Mike Gibson to fill his position for the next two years. He graciously accepted the position.
1. Call to Order

2. Review and approval of September Minutes
   a. Minutes approved

3. Treasurer’s Report
   a. No changes

4. Old Business
   a. Fall Combined Luncheon on November 5, 2014
      i.  
         https://docs.google.com/a/boisestate.edu/document/d/1dNWNzXTNnG70pJSUHun8bX7PbbxPaaee8UkcA0CSR/4/edit#heading=h.byb6xydx4ca
         1. Sandwiches provides variety for everyone
         2. Chicken, Roast Beef, Vegetarian sandwiches
         3. During registration, attendees will select what sandwich they would like.
         4. 1/2 chips, 1/2 fruit
         5. Recognition ideas instead of dessert welcomed
         6. Give list of awardees to Printing & Graphics
            a. Have them sort them in order
         7. $50 for decorations- sashes, badges (talk to Kelley over at ACE)
            a. Send receipts to Kimber (Amber will talk to Anna for list)
            b. Blue and Black
      ii. Help
         1. Katie, Peter, Lauren, Rebecca, Kimber
   b. Committee Assignments for 2014-2015

5. New Business
   a. Goodwill Program Funds -
      i. started an email discussion
         1. from:pjurhs@boisestate.edu subject:([PSA Senate] - Goodwill Program @ Boise State)
      ii. Skip November meeting and meet in December to see how we might contribute

6. Announcements
   a. Collaboration with Faculty Senate too

7. Adjourn
Meeting Minutes
December 10, 2014
10 AM – 11 AM
Housing Conference Room

Members in attendance:
Kimber Shaw, Lauren Oe, Rebecca Young, Leif Nelson, Katie Thomas, Amber Hoye

Absent:
Ron Janeczko, Travis Moore, Mike Gibson, Kimberly Brandt, Karen Wargo

1. Meeting was called to order at 10:10 AM.

2. Minutes from September Meeting
   Minutes from September, October and December will be reviewed and approved at
   January 2015 meeting.

3. Treasurer’s Report
   Treasurer’s report will be sent to Senate by email.

4. Old Business
   a. Fall luncheon debrief
      Very positive comments about the luncheon. Food was received well. Discussion
      included the following enhancements for next fall: 1) have slideshow correspond to
      the names being read; 2) have representatives from both professional staff and
      classified staff on the decorations/color/theme sub-committee; 3) keep the lighting
      (everyone loved it); 4) use a coupon through uStore for honorees to eliminate need
      for two RSVP lists; and 5) dietary options need to be better defined (remove the “I
      don’t like mustard”) type of responses. Kimber Shaw and Kelly Erickson (ACE
      President) have a meeting scheduled in January to discuss how we can involve other
      campus stakeholders into the planning and production of the luncheon. When that
      meeting is scheduled, Kimber will notify Senate members if anyone wants to
      attend.
   b. Emeritus nominations forwarded
      Nominations have been forwarded to the President’s office.
   c. VPHR candidate feedback
      Send feedback directly to Lola Michaels in the Vice-President for Finance and
      Administration area. The Senate asked if we could make a recommendation for hire,
      but that is challenging given the sporatic ability of people to attend interviews. An
      additional recommendation will be made to HR to request that interviews for similar
      high-level positions be video-taped to allow for additional stakeholders to view when
      they can’t make the open forums. Kimber will forward that request.

5. New Business
   a. Committee assignments
Committee assignments- Kimber sent her name over for budget committee
Parking committee- not many appeals have been sent this year. We need a
replacement for this position and also for bookstore.
We will send something out to let them know about vacant positions.
We will contact committees to ask how things are going

b. Meeting times
Need to get agendas out in advance on website and make sure all professional know
that meetings are open. We want to encourage attendance. Idea to “bring a friend”
was discussed. Current meeting time seems to be a challenge for attendance of
Senators members. Kimber will create a Doodle Poll to determine if we have a better
time fit for Senate members. As well, we will explore holding meetings via Google
Hangout to allow people to attend from their desks. Leif Nelson will explore the use
of a space in Riverfront Hall to accommodate meetings using Google Hangout.

c. Spring luncheon date/discussion
Date was previously set as March 4, 2015. This seems a bit early, but may be based
on availability of President Kustra. Agenda generally includes business (committee
updates), remarks by President Kustra, a speaker, and announcement of the
Professional Staff of the Year Award. And, in past, it was held late enough to
announce new Senate members. This year, we could use the event to highlight
elections and recruit. Karen Wargo (as Past President) will manage nominations and
elections for Spring.

d. Professional Staff of the Year Award
We need volunteers to organize the award process.

e. Nominations and elections for spring
Chris Johnson has resigned as a Senator. We will not replace him until elections.
Kimber asked the Senate to start thinking NOW about how to implement a Senator
and Officer Recruitment Campaign.

f. Vice-President appointment
No VP was appointed at this meeting.

6. Other
No other items were presented at the meeting.

7. Adjournment
Meeting was adjourned at 11:02 AM.
Professional Staff Senate Meeting

September 10, 2014

Bergquist Lounge - SUB

1. Call to Order

2. Review and approval of July & August Minutes
   a. Minutes Approved.
   b. August minutes have been loaded on the site
   c. Minutes will continue to be loaded to site from now on. (By Amber)

3. Treasurer’s Report
   a. Report Ran for expenses:
      i. Expenses for this fiscal year:
         1. Supplies for Staff appreciation week
         2. $400 encumbered for ice cream social
      ii. Balance of approximately $2500 remaining

4. Old Business
   a. Fall Combined Luncheon on November 5, 2014
      i. [External URL]
      ii. Help
         1. Katie, Peter, Lauren, Rebecca, Kimber
         2. No speaker for recognition
         3. Still need a few more volunteers
         4. We will be recognizing all levels of years of service
   b. Senate Picture
      i. Senate photo at 10:45 on the steps in front of the SUB

5. New Business
   a. Goodwill Program Funds -
      i. started an email discussion
      1. from: pjurhs@bosiestate.edu subject: (“[PSA Senate] - Goodwill Program @ Boise State”)
   b. Committee Assignments for 2014-2015 (This may actually be old business…)
   c. University Policy - Sunny Wallace
      i. Supplemental Pay Policy
         1. Sunny is the new policy manager on campus.
         2. Policies will be open for a comment period and invitation to draft/revisions.
3. New policy- Professional Staff- Cannot exceed more than 20% of our baseline policy.
4. Sunny would like to bring policies before us to receive feedback.
5. Policy Forums will be hosted on the policy page.
6. We discussed some suggestions for Smoking Policy on campus.
7. Peter will send out supplemental pay policy draft for review.

6. Announcements
   a. Collaboration with Faculty Senate too

7. Adjourn