PSA Special Meeting Agenda

<table>
<thead>
<tr>
<th>Location:</th>
<th>Boise State Student Union Building, Ah Fong Room</th>
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<tbody>
<tr>
<td>Date:</td>
<td>Thursday, January 31st</td>
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<tr>
<td>Time:</td>
<td>10:00 AM</td>
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<tr>
<td>Attendance:</td>
<td>Chelsea Avery, Charity Strong, Fatima Cornwall, Linsey Hartke, Moriah O'Kelley, Tana Monroe, Rob Littrell, Zab Biason</td>
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I. Call to Order/Approve Minutes
   Call to order at 10:00am.
   a. Prior to the meeting – please review the minutes from the previous meeting
   b. 2018-2019 PSA Meeting minutes not approved
      i. On the Google Team Drive in the 2018-2019 folder.
      ii. Did not have enough senators to approve minutes. Tana will send out an email to vote to approve the minutes.
   c. Previous minutes not yet approved
      i. On the Google Team Drive in the Previous Years’ folder

II. Old Business
   a. Committee Reports
      1. Food?
         a) Only has one more meeting, but everything is wrapped up.
      2. Executive Review Board
      3. Bookstore
         a) Not much to report, the committee is revamping. There are several bookstores around the nation that are closing because they aren’t profitable.
   b. PSA Constitution
      i. There were two big changes to the PSA Constitution. The first is that the Treasurer is split with the Vice President. Second, specifying committees has been removed from the Constitution and should be put into the handbook so we don’t have to vote every time we change it. These changes must be approved by a majority of professional staff voters. Voters have a month to cast their votes.
   c. President Search Update
      i. We are looking at applicants over the next 15 days. On-campus interviews will be March 4-8; there isn’t a schedule yet.

III. New Business
   a. Staff Week and Spring Luncheon
      i. A committee has been formed and has already met. Would we be interested in replacing the Coffee and Carbs event with the Spring Luncheon?
      1. Many other universities host their Spring Luncheon during staff week.
2. Usually Coffee and Carbs is on a Monday. Would we want to host the Spring Luncheon on a Monday?
   a) Scavenger hunt on Monday, Spring Luncheon/Coffee and Carbs on Tuesday, bowling on Wednesday, and social hour on Thursday.
ii. Historically, Staff Week is the week after commencement, but there is another big event during this week. When do we want to hold Staff Week?
   1. May 20-23, 2019
iii. Reach out to ACE?
   1. Not yet, wanted to get the dates solidified before reaching out. Ramona Martin is the point of contact.
iv. Reach out to Marty Orr with Faculty
v. ACE brings money for ice cream
vi. Dalton will take over Treasurer position
b. Spring Luncheon Planning
i. The Spring Luncheon needs its own committee, and we need someone to act as chairperson.
   1. Fatima volunteered to chair this committee.
ii. We also need people to review nominations and select a recipient of the Professional Staff of the Year.
   1. Several senate members volunteered to participate.
iii. Spring Luncheon will take place on Tuesday, April 9, 2019 from 11:00 AM to 1:00 PM.
iv. We need a speaker for this event.
c. Any other new business?
   i. Charity put together questions to send to members to see if anyone wants to be involved in committees.
   ii. We hired 16 new professional employees in January, which is about average.
   iii. We have opportunity to update a few policies, including professional staff leave for community involvement. Others are updating policies to combine all of them together, so we have just one policy handbook for all new employees.
iv. Signing a joint resolution between PSA and ACE to create a position for diversity and inclusion? We don’t need to act now; we will probably start this rolling when the new president assumes office, around June.
v. Elections
   1. Dan handles elections; historically, we announce election results at the Spring Luncheon.

IV. Date/Place of Next Meeting
a. The next meeting is scheduled for February 28, 2019, at 10:00 AM. The location is Student Union, Ah Fong Room.