The regular meeting of the Staff Senate was called to order on March 3, 2011 at 9:03 a.m. in the Mississippi Room, Morris University Center by Michael W. Pulley, President.

**Present:** Bagaglio, Bartholomew, Becherer, Dusenbery, Erb, Cobetto, Gibson, Hamil, Harris, Herbeck, McKaig, Nash, Pulley, Candela, Sams, **Ex Officio:** Senkfor, Wense, **Panel:** Mumphard, Scaturro

**Excused:** Gaffney, Hicks, Lotz

**Absent:** Downey

**Guests:** Chancellor Vandegrift, LaDonna Holshouser

Chancellor Vaughn Vandegrift addressed the Staff Senate regarding the budget.

Sherrie Senkfor, Human Resources Director answered questions regarding raises and will also follow-up with a statement for the Senate members to share with constituencies and community.

Michael W. Pulley called a 5 minute recess at 9:40 a.m.

Michael W. Pulley called the meeting back to order at 9:51 a.m.

**Approval of Minutes:** The February 3, 2011 minutes were approved as submitted. (Dusenbery, Harris)

**Old Business**

Brown Bag: Michael Pulley asked if there were any suggestions for the structure of future brown bags. It was suggested to have specific times set for the same presentation within the 11:30 to 1:30 session. For example have one begin at 11:30 and a second one at 12:30. It was suggested to have one on the discounts and benefits available to the University employee presented by someone in Purchasing. There was some discussion.

**New Business**

Michael Pulley read the resignation of Panel member Melanie Schoenborn. Note; the letter is read into the minutes on the following page. Melanie chaired the Staff Senate Elections, Scholarship Selection and Scholarship Committees and was ‘Treasurer in training’.
Dear University Staff Senate:

Due to my workload and to health issues I must tender my resignation from my Open Range Panel seat and all my committee chairpersonships and committee work. I will send all my files and committee materials to the University Governance Office sometime during the month of February. If you need these materials sooner, please contact me and we will arrange a pick-up time.

I have enjoyed my time and work with the University Staff Senate (USS) over the years. As days go by, I am unable to complete committee work timely. My job duties take me away from my office more than in the past so I have less time to accomplish my managerial work.

I wish the USS many productive years in the future.

Sincerely,

Melanie R. Schoenborn
Binding and Processing Manager
Lovejoy Library, Box 1063

Xc: email to

  Michael Pulley
  Vicki Kruse
  Jesse Harris
  Alan Gaffney

There was some discussion about the Summer Scholarship. It was decided to wait and have the next scholarship available for the Fall semester. The Scholarship handbook is being updated and making the next scholarship available in the Fall will allow more time to get the handbook finalized and available for applicants on the Staff Senate web site. It was decided that the Scholarship Committee and the Governance secretary would meet next week for discussion and updates to the scholarship handbook. There was more discussion about the scholarship handbook.

Jesse B. Harris, Jr. gave an update regarding a new accounting process from the Foundation which includes the scholarship funds. The new accounting process will also need to be included in the handbook updates.

Mike Hamil will chair the BBQ this year, Linda Wense volunteered to help with the Elections Committee and Jesse B. Harris, Jr. remains the Co Chair of the Fundraising Committee.

Reports

Ex Officio Reports

Personnel: No report
**SURS**: No report

**SUCSAC**: Linda Wense reported that Civil Service is in the process of restructuring of Food Service positions and titles. The Merit Board membership is in the process of consideration to be restructured, also.

**Panel Reports**

**Negotiated and Prevailing**: Mike Hamil reported that the contract for Clerical and Kindred members has been ratified and sent to President Poshard for his signature.

**Open Range**: No Report

**Professional Staff**: Jesse B. Harris, Jr. reported that the Professional Staff Panel will meet tomorrow at 3:00 p.m. with the Director of Human Resources and will meet every Friday in March.

**Satellite Campus Reports**

**Alton**: Jackie Candela reported that the clinic treated 105 kids last month to Give Kids a Smile. The Dental School had the annual Chili Cook Off on campus this week. Michael Pulley reminded everyone that the Staff Senate meeting next month will be at the Alton Dental School Campus, and the sign-up sheet is on the table for anyone who will need transportation to that meeting.

**E. St. Louis**: Barbara Sams reported that the Head Start audit is done and went well. Public Relations staff person Patricia Merritt is now officially with the Marketing Department in Dunham Hall. Acting Center Director Sandra Fields will be acting director indefinitely.

**UPBC**: No report.

**Public Relations Committee**: William Dusenbery is still waiting for volunteers for the committee membership from Panel Chairs.

  Newsletter: Jackie Candela and Jo Gibson will work together on the newsletter.

**Policy Review Committee**: Greg Herbeck reported that he met with Human Resources Director Sherrie Senkfor last month. Deadline for policy revisions is set for mid May. Greg has now given Sherrie all the suggestions from the Senate. As Policy Review Chair, Greg Herbeck will meet with Professional Panel Chair Jesse Harris regarding the Grievance Procedures. These will be brought to the April or May Senate meeting.

**Fundraising Committee**: 

Dance Troup: Jesse B. Harris, Jr. reported that Cindy Cobetto has set up the dates of April 21st and April 22nd for a shared event with the Dance Troup of East St. Louis and the Staff Senate Scholarship Fund. More details later.
Wine Tasting: Event will be considered for the Fall. William Dusenbery made a motion to meet on March 22. It was seconded by Jesse B. Harris, Jr. There was discussion about a date and time to sample at the Maryville Winery for a wine tasting event. A Tuesday will work for most people. It was decided to meet March 22 at 5:00 p.m. at the Maryville Winery.

Staff Senate BBQ: Mike Hamil gave a report on progress so far for the BBQ. Mike has talked to Mick Ostrander from the VC and will meet with Lori Schneider from Dining Services on Monday. There was a discussion about ticket cost. William Dusenbery made a motion to increase the cost of the meal ticket by $1.00 and maintain the same quantities of food. Gail Erb seconded. No discussion. The motion passed with 1 opposed.

Goals Committee: No Report.

Other Reports: There was some discussion about an employee appreciation event. Michael Pulley requested that a list of ideas be brought to him and he will take it to the Chancellor at his next meeting.

Adjournment: William Dusenbery made a motion to adjourn. The meeting was adjourned at 11:12 a.m.

Approved as written April 7, 2011 University Staff Senate

Vicki Kruse/University Governance