

TO: Staff Senate
FROM: Mark Murphy, University Staff Senate President
DATE: June 5, 2017
SUBJECT: June 21, 2017 Staff Senate Meeting Agenda
PNC Bank Board Room, Brennan Hall, 10:00 – 11:30 a.m.

1. Welcome:
 - a) Opening Prayer Meg Hambrose
 - b) Request volunteer for opening prayer for next meeting
 - c) Attendance / Quorum (14 senators at least 4 from each group)
 - d) Senators and Alternates Introductions.

2. Review of previous months' meeting minutes/Motion to accept minutes. Thank you, Cindy Tokash.

3. Review Agenda and suggest any new agenda items from the Senate/Motion to accept agenda and any new items

4. Report from Liaison, Patricia Tetreault

5. President Report
 - History, Constitution, By-Laws, Officers, Committee Chairs and Co-chairs
 - Topic, Motion, Discussion, Table, Vote, Action (moving too fast usually is a mistake)
 - Handbook Grievance section and Corrective Action section.
 - History by year of Staff Senate activities, committee pass on binders.

6. Officer Elections, Vice President (1 yr) and President Elect (1 yr becomes president June 2018)
 - a) Introduce nominees
 - b) Open nominations from the floor
 - c) Election & Membership Committee members will pass out, collect, and tally ballots.

7. Committee Description and Sign-up Sheets
 - a) Communications - Chair-Julie Brackeva-Phillips
 - b) Election & Membership - Chair- Amy Driscoll-McNulty
 - c) Finance - Chair-Amy Driscoll-McNulty
 - d) Social Events & Community Building - Co-Chairs Kristi Klien and Kevin Roginski
 - e) Staff Development - Co-Chairs- Kelli Cali, and Bryn Schofield
 - f) Staff Recognition & Excellence Awards - Chair- Gina Butler
 - g) By-Laws (ad hoc) - Chair- Gina Butler
 - h) Ad Hoc Committee, Timeshare – Chair- Joe Wetherell
 - i) Ad Hoc Committee, Wellness Attendance Policy-Tim Barrett
 - j) Round table M
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 - Smoking Policy update.

9. Items from the floor

10. Motion to Adjourn