

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.

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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