Professional Staff Senate Agenda  
July 12, 2019

I. Welcome
   a. Crystal Hutson called the meeting to order at 8:30 a.m.
   b. Member present: Angi Bridgmon, Kristin Buscher, Eulanda Cade, Cindy Cammack, Hannah Cook, Phyllis Dierking, Brooke Earnest, Clara Edwards, Peggy Groff, Ted Harshbarger, Stephanie Holmes, Crystal Hutson, Sherry Jones, Tereza Kamenar, Veronica Meier, Laurie Schroeder, Angela Seidl, Kathy Tynon, Austin Wegener, Ashely Williams, Angela Zarybnicky.
   Guest present: none.

II. Modifications to the Agenda – None.

III. Approval of Proposed Minutes – the May and June minutes were both presented and approved at this meeting.

IV. New Member Introductions – Hannah Cook (Admissions) and Clara Edwards (Residence Life) were both introduced to the group.

V. Guest Speaker – N/A

VI. Elected Officers/Area Rep Update – None.

VII. Committee Updates
   a. Peggy thanked everyone for the donating shoes for the Trail to Treads effort; $1,631.60 total funds will be donated toward efforts on the Trail. Peggy also shared plans for the upcoming academic year. Peru State Foundation’s Giving Day will be held on October 24. Professional Staff Senate will donate desserts for the Birthday Party and receive free will donations toward the Professional Staff Senate Scholarship. Part of this year’s efforts will also include supporting SENCA’s backpack collection program that will be held in early August. A container will be out in the Administration Building to collect new backpacks. Peggy reviewed the past year’s committee efforts which included: Peru’s Trunk or Treat, Homecoming Float, Salvation Army Bell ringing in Auburn, Welcome Cards for new employees, and the collaboration with Student Activities and CAB to bring speaker, Dean Jacobs, to campus.

   b. Casual Days remaining for this summer will collect parade candy for area County Fair parades to be distributed by Admissions and the Cheer Team – promoting Peru State College.

VIII. Department Updates – Stephanie updated the group on Dr. Kunkel’s retirement and the plan for Dr. Bittner to interim for a year. Angi told the group about the new RTE Mach Form and reminded everyone to get their FWS and Student Worker positions posted by letting both Angi and Jaymi know. Ted shared news of newly married coaches and reported that the Athletic Department’s online auction is going well. Cindy shared that Keri will be leaving admissions, creating and opening for an Admissions Coordinator. Tereza shared an update on the hail damage and plans for repairs for PSC’s fleet of vehicles.
IX. Student Senate Representative – there was not a representative present, however, Crystal gave a brief recycling update.

X. Support Staff Representative – None.

XI. Old Business - Homecoming is September 28, 2019; will come up fast, be thinking of way to support.

XII. New Business

   a. Welcome Week participation – Crystal asked the group if they wanted to support the Involvement Fair in some way by having a table; or other. She briefly reviewed the schedule with the group. She encouraged the group to check out the improvements to the Bobcat Life App – put it on your phone, use it! Ideas for how Professional Staff Senate can support students throughout the first week of classes were shared by the group.

   b. Homecoming float/decorations. Theme: *Peru and Beyond* (Outer Space). Crystal encouraged everyone to think about their buildings and how they might contribute to a festive atmosphere during Homecoming Week. There will be themed awards for building decorations. Student Orgs will be assigned a building, so staff should be working with them. She will get contact names to the students.

XIII. Correspondence – it was suggested that Crystal/Amy keep a list of cards that have been sent or to keep track of correspondence in some way. Crystal and Amy agreed to discuss.

XIV. Announcements/Open Forum – Tereza told the group that Chuck is retiring at the end of the month.

XV. Crystal adjourned the meeting at 9:03

**Next Meeting: Friday, August 2, 2019 – CATS Conference Room, 8:30 a.m**