UNK Staff Senate

Monthly Meeting Minutes

Nebraskan Student Union, Sandhills Room

March 20, 2018 10:30 a.m.

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| Category | Attendance | Name |
| Administrative/Managerial Professional: | Y  Y  Y  N  Y  Y | Scott Benson – Treasurer  Carmen Brewer  Aaron Estes – Interim President Elect  Brette Ensz  Dylan Evans  Traci Gunderson-President |
| Office: | Y  Y  Y | Carissa Sanny- Secretary  Emily Beaman  Jami Koester |
| Service: | Y  Y | Ted Eichholz  Jeff Morehead |
| Ex-Officio  Past President Ex-Officio | Y  Y | Chelsea Swarm  Kevin Hunt |

1. **Employee Achievement Award-** Mark Panowicz
2. **Teamwork Excellence Award-** Award was presented to LeAnn Jochum (Res Life) & Amy Jacobson (Univ Communication & Marketing)
3. **Staff Senate Presents-** Aaron Estes, Assoc. Director, Academic & Career Services, presented on professional development opportunities for students.
   1. Collaboration this term between ACS and CBT Career Center on UNK Career Days
   2. 4 main career fairs with varying components such as employer panels, alumni panels, receptions for specific colleges/majors, and career showcases.
   3. Events are well attended by both employers and students.
4. **Adoption of Agenda,** Motion: Beaman, 2nd: Morehead, unanimous
5. **Treasurer’s Report (Scott) –** 
   1. Monthly Treasurer’s Report -State account balance $917.93; Revolving account balance $843.91
6. **Correspondence (Carissa)**
   1. Thank you note received from Wilma Heinowski
7. **Committee Reports and Updates (Aaron)** 
   1. Professional Development
      1. working on rescheduling the follow-up to “Change Management” workshop.
   2. Employee Recognition
      1. Busy planning Administrative Professionals Day Luncheon on April 18th. Final RSVPs due by April 12th.
   3. Communications
      1. Discussing Facebook Live as an option to make Staff Senate meetings more visible.
      2. Preparing for elections
   4. Policy – no report
8. **Current Business**
   1. Pitch Tournament
      1. Postponed due to difficulties collecting funds and depositing them into the NU Foundation account. Working with the Foundation & Finance office for possible solutions.
   2. Non-affiliate member addition to policy
      1. Vote to adopt; Unanimously approved
   3. Relocation the Employee Achievement Award recipients from NSU
      1. Warner Hall display cases are currently being revamped.
      2. Awards have been located in the NSU (moved for construction) and will remain there for the time being.
9. **Future Business**
   1. Upcoming Elections
10. **Announcements** 
    1. Area Updates & Open Comments
11. **Adjournment,** Motion: Eichholz, 2nd: Morehead, unanimous
    1. Next meeting:

***Tuesday, April 17, 2018 10:30 a.m.***

***Sandhills Room, Nebraskan Student Union***