Augsburg College
Staff Senate
Wednesday, February 26, 2014
11:30 a.m. – 1:00 p.m.
Lindell Library 301

Present: Keith Bateman, Mark Chamberlain, Tracy Christiansen, Mark Cotton, Jill Davenport, Michael Grewe, Joanne Reeck

Absent:

Excused: Sara Schlipp-Riedel

Guests: 14 guests

Items in bold are action items.

1. Open Forum: Karen Kaivola
   a. Provost Kaivola discussed her previous experience as faculty and a college administrator, and then spoke on her philosophy about changing as a college to adapt for changing economics and demographics.

2. Approval of Minutes
   a. The minutes from February 12, 2014 were approved with one correction.

3. Staff Appreciation Awards
   a. Publicity
      i. Posters, digital screens, web calendar, and A-Mail are being utilized to advertise the event.
      ii. We will include the list of staff nominees.
      iii. We will include language to bring a donation to the Campus Cupboard.
   b. Length of Service
      i. Tracy has cross-checked the Length of Service Awards list with HR, and we are all up-to-date.
   c. Outstanding Staff Awards
      i. Keith has ordered the trophies.
   d. Event Details
      i. Keith told Seth we are going with the nacho bar.
      ii. We have the Skype cart.
      iii. Joanne will contact the nominators of the winners and determine who is speaking. We will give them 2-3 minutes.
      iv. Mark will make a PowerPoint slideshow that will include pictures, the length of service winners, and the nominees for the outstanding staff awards.
   e. Rehearsal
      i. We will meet on Wednesday, March 5 at 2:45p.m in the Chapel the day of to do a quick rehearsal.
   f. Script
      i. Opening Remarks: Jill
      ii. Length of Service: Joanne & Keith
      iii. Outstanding: Mike & Mark Ch.
iv. Closing: Mark Co.

v. Awards Hander-Outer: Tracy

4. Presidential Review
   a. Every Staff Senator has to come up with at least 1 question or comment.

5. Next Meetings
   a. Our Presidential Review Meeting will be **Wednesday, March 5** from 2:00pm-2:45pm in OGC 103, followed by the Staff Appreciation Rehearsal.
   b. Our next meeting is **Wednesday, March 12** from 12:00pm-1:30pm in Marshall Room.