

**Augsburg College  
Staff Senate**

Wednesday, January 8, 2014

Noon-1:30pm

Marshall Room

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

Excused: Sara Schlipp-Riedel

**Items in bold are action items.**

1. Approval of Minutes
  - a. The minutes from December 11, 2013 were approved with one correction.
2. Governance Updates
  - a. Leadership Council
    - i. Mark Ch. will be stepping in on Leadership Council.
    - ii. Mark Ch. will also be participating in CRAC: College Resource Advisory Council. This is a dual effort between Staney and Karen.
      1. Reviewing budgets and updates, as well as look at capital improvement projects.
      2. 5 faculty, 5 staff, and 2 students participate.
  - b. President
    - i. Nothing new to report.
3. Committee Updates
  - a. Safety
    - i. Nothing new to report.
  - b. Diversity and Inclusion
    - i. Nothing new to report.
  - c. CRAC
    - i. Nothing new to report.
4. HR Updates
  - a. Open Enrollment Process
    - i. IT is looking to making open enrollment a truly online process for next fall.
    - ii. **Jill will invite HR to our first February meeting.**
  - b. Community Service
    - i. **Mark Co. will get the information for how many people, how many hours, and what times of year that staff and faculty members took for their community service time in the past year.**
    - ii. We will continue with our plans for the Community Service Fair in March.
      1. **Mike will work with Mary Laurel True to invite organizations to participate before our next meeting, after hearing from Jill on her correspondence with HR.**
    - iii. The fall event is on hold for the time being.
  - c. Donated Sick Time Bank
    - i. **Jill will draft a proposal to HR regarding setting up a donated sick time bank. She will send this to Staff Senate to review before forwarding this to HR.**

5. Auggie Pride Winners
  - a. Mark distributed the awards to Melodie, Mel, and Jim for November 2013.
  - b. The people who are still nominated:
    - i. Carole Kampf, Accounting.
    - ii. Soniel Han, International Student and Scholar Services.
    - iii. Charla Hudlow, Student Financial Services.
    - iv. Martha Truax, Alumni Services.
    - v. Dan Hoisington, Information Technology.
    - vi. Beth Carlson, Center for Counseling and Health Promotion.
    - vii. Jesse Haas, Center for Global Education.
    - viii. Jennifer Simon, Multicultural Student Services.
    - ix. Lori York, Registrar.
    - x. Ericka McCreedy, Social Work.
  - c. Carole Kampf and Martha Truax were selected as the Auggie Pride Winners for December 2013.
    - i. **Jill will draft the letters, and Mark Ch. will contact the winners and post their information on the Staff Senate website.**
6. Bylaws
  - a. Jill moved to approve the Bylaws as changed back in August, and Mark seconded. The motion was approved by unanimous consent.
7. Staff Appreciation Form
  - a. Mark Ch. is wondering if this makes sense as an online form. We decided to keep it just an email or campus box submission to Mike.
  - b. **Mark Ch. and Mark Co. will contact administrative team and begin publicizing the deadline for nominations for the Staff Appreciation Awards.**
  - c. **Tracy will get the list of staff members who will receive Length of Service Recognition.**
8. Spring Walk-Around
  - a. It has been scheduled for Thursday, January 16 from 3-4pm. We will meet in Christensen Lobby.
    - i. **Jill will update and print the Staff Senate half sheet.**
    - ii. **Keith will purchase candy.**
  - b. The locations will be the same for everyone. Mark Co. will take the area what Sara did last time with Tracy.
9. Budget
  - a. Jill asks that we all think about changes to the 2014-2015 budget.
10. Staff Senate Qualtrics Survey
  - a. There are no new entries to discuss today.
11. Next Meeting
  - a. Our next meeting is **Wednesday, January 22** from **12:00pm-1:30pm** in **Marshall Room**.