

University of Southern Maine

## **Professional Staff Senate**

Wednesday, August 4, 2004

Philippi Hall – Gorham campus

I. Attendance: Meeting called to order at 2:40pm.

Present: Jason Arey, Robin day, Kevin Granahan, Dana Gray, Anita Higgins, Heidi Krieger, Sheera Labelle, Joyce Lapping, Erika Lowe, Pat Marston, Mark Menenzes, Mert Nickerson, Kathleen Pease, Sara Treible.

Excused: Sharon Bannon, Joy Britting, Ray Dumont, Thomas Wood.

Absent: Robin Audesse.

II. Acceptance of July 7, 2004 minutes as amended (Jason Arey excused, not absent. Philippi misspelled).

III. President's Office report – Beth Schorr not present.

IV. Executive Committee

- a. Senate Chair Gray working on new format to list committee's, their members, terms, etc. Will present next month and will list Cmte. Chairs on agenda in the future.
- b. Senate Co-Secretary Lowe met with Senator Menenzes re updating Web, etc. Access to Web needed ASAP! Will try to jazz up Senate Web site.
- c. Senate Co-Secretary LaBelle to book L-A teleconference room for 11/3 mtg. From 2:30 – 4:30pm. We will hook up with Portland campus for this Pro Senate mtg.

V. Committee Reports

- Elections: Senators Marston and Higgins – no report.
- By-Laws / Awards: Senators Pease, LaBelle, Bannon, Gray, Day – plan to re-work Divisional Award.
- Communications: Co-Secretaries still need a few bios!
- Space Planning: Senator Gray – cmte. Hasn't met.
- Other Committees: Employee Development Day, Parking (Senator Arey), Project Enterprise (Senator Nickerson). No reports from these cmtes.

VI. Senate Reports

- Classified – Senator Granahan will be the representative, raised the question of what the expectation is of what to report at future mtgs.
- Faculty – Senators Nickerson and Lapping will represent us. Faculty does not meet in the summer.
- Student – Senator Pease attended their 7/31 mtg. Team-building occurred, as well as future mtg. Schedule set.

- Senator Marston mentioned she is on the Portland Master Plan Cmte and that we also may have reports re URIC and UPBAC in the future.

#### VII. Old Business

- Pro Staff List Serve – discussion of how to introduce and sign up for it, every USM employee will be invited to do so. Can sign on via mailman.usm.maine.edu, then plug in pstaff. Will try and solicit the A-list.
- Idea of a future newsletter. . .
- Need to look at our budget (about \$1100?) – Recognition event VS. our annual needs
- Need to reduce our mailings and use electronic means. May have to target particular areas for mailings that don't have computer access.
- We still need a rep. From Lewiston-Auburn campus. Senator Gray working on this with Zark Van Zandt.

#### VIII. Open Forum

Senator Granahan mentions that the all-campus faculty union rejected the new Strategic Plan which will be voted on this fall.

#### IX. Adjourn

Motion to adjourn, seconded. Mtg. Adjourned at 3:35pm.

Next meeting is Wed., Sept 1 from 2:30 – 4:30pm, 11 Baxter Blvd., Portland Campus.