

University of Southern Maine
Professional Staff Senate
Wednesday, September 1, 2004
11 Baxter Blvd. – Portland Campus

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

Present: Jason Arey, Robin Audesse, Joy Briting, Ray Dumont, Dana Gray, Anita Higgins, Heidi Krieger, Sheera LaBelle, Joyce Lapping, Pat Marston, Kathleen Pease, Cookie Treible, Tom Wood.

Excused: Kevin Granahan, Mark Menezes, Mert Nickerson

Resigned: Erika Lowe, Sharon Bannon

II. Minutes approved as corrected (Robin Audesse excused, not absent).

III. President's Office Report – Beth Schorr not here. Senator Gray to discuss Beth's availability and the possibility of a substitute when she is unavailable to attend our meeting.

IV. Executive Committee

- Senator Gray and Senator Higgins will send out E-mail to recruit for 3 Senate vacancies (ideally one at-large, one for Academic Affairs, and one Lewiston-Auburn). If you know of anyone interested in being on the Senate, please bring them to the next meeting! We have no remaining nominees from the last election.
- Chart for Senate committees and their representative still being worked on.
- Treasurer's report: We have not spent any money since the Pro. Recognition Reception in May. Probably have \$1150 currently.
- Senator LaBelle to ask Senator Menezes to be co-secretary with her, in light of Senator Lowe's resignation.
- Senator Wood volunteered to be Vice-Chair / Treasurer.
- Senator Gray hopes to have this semester's mtg. dates and locations figured out and posted by next mtg.

V. Committee Reports

- Elections: Senators Higgins and Marston, nothing to report.
- By-Laws: Senator Pease, nothing to report
- Professional Staff Divisional Awards: Senators Pease, LaBelle, and Marston – will need to begin working on this.
- Emerging Professional Staff Award: Senators Lapping and Higgins, nothing to report
- Communications: Senators Gray, Wood, and LaBelle. Senator Gray to invite employees to get on the Pro Staff List Serve. Need to get Pro Staff info updated on our Web site.
- Professional Staff Recognition: Senators Krieger and Dumont. Senator Dumont to inquire if funding will be available.
- Space Planning: Senator Gray, cmte. Did not meet.

- Portland Master Planning: Senator Gray has exciting info. And drawings to share after this mtg.
- Employee Development Day: Senators Audesse / Gray
- Parking: Senator Arey: will meet in Oct. Ticketing has begun!
- URIC: Senator Gray, no mtg. has been scheduled
- UPBIC: Senators Gray and Higgins, on hold for now.
- UPBAC: Senator Wood, met thru June and will be setting up future mtgs. soon. Senator Wood also mentions that the HR / PDQ initiative will be resurfacing. Senator Gray mentioned he may contact someone re PDQ status.

VI. Senate Reports

- Classified (Senator Granahan): excused
- Faculty (Senators Nickerson and Lapping): meeting next week
- Student (Senator Pease): meeting 9/2.

VII. Old Business

- Senate Chair Gray expressed his enjoyment of sharing information re what's going on, as well as meeting each other. He received a letter for the Chancellor's secretary thanking us for our Strategic Planning review and input.
- List Serve for Professional Staff – will invite the USM community to join this month.
- Employee Development Day in Lewiston-Auburn: \$250 approved to contribute to this 10/22 event. May have it elsewhere in 2005.
- Brief discussion re future construction of residential halls in Gorham. Senator Gray may bring sketches next month.

VIII. No New Business

IX. Open Forum

- Senator Krieger inquired about spring break schedule, having a proposed two week block break. Apparently faculty and student senates voted against this proposal.

X. Adjourn

Motion to adjourn, seconded. Adjourned at 4:10pm.

Next meeting is Wed., Oct. 6 from 2:30 – 4:30pm, 11 Baxter Blvd., Portland Campus.