

Professional Staff Senate
University of Southern Maine
Wednesday, April 5, 2006
Videoconference (9 Bailey / 144 Luther Bonney)

- 1.) Meeting called to order at 2:35pm by Senator Menezes.
Present: Senators Crumb, LaBelle, Menezes, Pelletier, Lapping, Granahan, Jarry, Hassler, Volland, Wood, and Judy Ryan from the President's Office.
Excused: Senators Moulton, Arey, Krieger and Roy.
Absent: Senators Saucier, Theriault and White.
- 2.) March minutes accepted as amended.
- 3.) President's Office Report
 - "One Stop" Concept Paper (draft) introduced and discussed. This initiative is an extension of the THESIS project (Transforming Higher Education Student Integrated Services). The intention is to reduce student service department separation and increase service integration to increase student retention. The committee will be making E-mail the official student mode of communication. Financial Aid, Registrar and Student Billing will be involved in the first implementation. There was a meeting yesterday of all these department staffs with the implementation team. Senator Granahan suggested that a HELP desk / IT person should be part of this team. Senator LaBelle remarked about space issues leading to security and confidentiality issues. Ms. Ryan said that there will be student focus groups and meetings with the Student Senate. There is also a loan to assist with renovation for Corthell and Payson-Smith to make the One-Stop more efficient. Senator Wood is concerned how this would impact graduate students and if their needs are being considered with this new process. Currently the Muskie registration is very complicated. Senators Jarry and Granahan concerned about new job configuration, job description changes, as well as cross-training. Ms. Ryan felt we were still a ways from this point. Senator Crumb mentioned the concerns about upcoming changes and professional staff's continued lack of contract. Ms. Ryan said we need to really focus on what is good for students and staff and those other schools, which are utilizing this system, say it has improved peoples' jobs. Senator Granahan said that Advising will be separated from the Registrar and that this One-Stop may affect classified staff more than Professional. Ms. Ryan concluded that reporting lines and management will need to be integrated. There are no foreseeable professional job losses, but jobs may change. We need to "think outside of the box". Feels this initiative is very exciting and positive, but scary.
 - Senator Crumb had questions regarding Mail Room's upcoming move to 501 Forest Ave. Ms. Ryan unclear as to who was on this building committee to contact.

- University Commons / overlay zone going forward – concerns regarding construction.
- Brief discussion regarding 4/3 bomb threats / evacuation. Seems that the situation did not go smoothly and concern about if the threat had been real. Ms. Ryan states that there will be a review / debriefing tomorrow.

4.) Committee Reports

- Elections Committee: 144 ballots received so far. 4/17 is the deadline. If nominees are within the same division, person with most votes will get two year term; the other will get the one year term.
- Recognition and Awards: Senator Granahan gave Senator Krieger's report. Event will be 5/25 from 2 – 4pm at Brooks Center. DFM has the work order. Printing to be donated per Bob Smith. Administration has been contacted to "save the date". Senator Krieger would like to step down as Chair – Senator Granahan read a letter from her. Senator Menezes will talk with her and follow-up with us regarding need for help. Still need to design and send invitations, organize the recognition and loyalty awards, etc. Senator Krieger has all of the information but is looking for someone else to take the lead.
- Divisional Awards: 4/7 deadline to receive nominations. Evaluation committee being organized. Evaluation tool has been created.
- Emerging Award: Have received only one nomination. 4/7 deadline. Committee is meeting the end of April.
- Communication: Senator Crumb intends to update our web site.
- UPBAC: Senator Wood mentions they are reviewing requests from Honors College and PhD in Nursing. Deans and Department heads have been invited to a presentation regarding E & G expenditures, Transforming USM objectives and brainstorming about what is the best use of extra monies (not including your own area).

5.) Senate Reports

- Classified: Senator Granahan states they were organizing for their annual breakfast over spring break, stuffing gift baskets. Sam Andrews not present and there was no replacement – he is usually always present for every meeting. Talk of contacting state legislators regarding funding and continues lack of contract (may NOT use USM letterhead or USM E-mail for this purpose).
- Student: Senator Menezes says a new student organization was approved – Mainepirg (public interest research group). Goal is to bring local issues and get involved in events, "general activism". This senate is sponsoring a social justice retreat in China, ME.
- Faculty: Senator Lapping reports that there was a tense meeting about mainly establishing an Honors College (rather than just the current program). A vote did not occur. There are many concerns about resources, certification, and creation of an elitist-type student. Senator Lapping met with Joe Wood and the Associate Director of the Honors Program and

they request our feedback at the next Faculty Senate meeting. After lengthy discussion, motion made and approved as follows:
“The Professional Staff Senate supports the concept of an Honors College at USM. However, we need further information to take an official position at this time. In addition, we need to understand how the professional staff at USM could participate in, and add to the success of an Honors College.”

6.) Old Business

- Senator Wood will represent us at the upcoming Board of Visitors meeting. These are a group of local professionals that support USM.

7.) Meeting adjourned at 4:30pm. Next meeting May 3, 2006