November Meeting Minutes Final

November 9th, 2011

University Center 332-333

Welcome & call to order: President Laurie Fisher called the meeting to order at 10:00 a.m.

Roll call: Carol Bates


Absent: John DeYoung, Sharon Laramie, Roberta Mistrick, Gregg Potter

Excused: Chuck Harris

Approval of October minutes: Fisher presented the meeting minutes of October 12, 2011. Motioned to approve, seconded, motion carried.

Financial Report: Financial Officer Hibbard presented the financial reports. A suggestion was made to send thank you notes to all who submit donations to the Scholarship Fund. Hibbard reported that money appears as revenue when a person or office makes a donation but the donor is not identified. A general thank you could be posted. A motion to approve the report was seconded & motion carried.

New Business

CVC Chairs: Senators Coon & Rayfield are the new co-chairs of the CVC Committee. The committee met Nov. 3rd & discussed several ideas for our December meeting, soliciting submissions for a newsletter & future fundraising options.

- December meeting: Options discussed were a meeting from 11:00-12:00 & potluck from 12:00-1:00; catering here with an entrée; COT luncheon; having a regular meeting & a potluck in January. Other items discussed were a gift exchange, donate money or gift card for a needy family, contribute to a non-profit, adopt a family or veteran, or sick leave donation. A decision was made to have a white elephant exchange during the next meeting for those who want to participate (optional).

- Newsletter: Senators agreed it would be nice to have a newsletter once a semester. Everyone is to think about what they want in it and submit ideas to the President and Vice President; they would like the newsletter to take to the Regent’s meeting January 12, 2012.
• **Fundraising Ideas:** Senator Coon reported on a possible fundraising effort in collaboration with Faculty Senate & ASUM. The Kettle House hosts a fundraising effort on Wednesday nights called Community Unite. Organizations (must be nonprofit or have a Tax ID) sign up & market it. Kettle House donates .50 cents from every beer sold. There is no financial risk. The additional money raised would be used for more student scholarships. SS will move forward with this idea

• **Brochure:** CVC will begin working on a SS brochure that can be used to promote awareness. A sample Faculty Senate brochure was shared.

**Ongoing Business**

**Staff Survey:** 581 online & about 40 hard copy surveys were submitted. Senator Curry is entering the hard copies so all the results can be tallied. Senator Harris plans to report on the survey results at the December meeting.

Senator Curry noted from the data she is entering that many classified staff are not involved. Discussion ensued about how to encourage staff involvement, promote SS & develop a strategic plan. Send any ideas for marketing SS to Senators Rayfield or Coon.

Senator Rayfield will draft a holiday giving email, which will contain a list of ideas to encourage UM employees to give back this holiday season (i.e. donating to SS scholarships, sick leave, volunteering time, etc.)

**Administrative Assistant II:** Interviews are completed. President Fisher is waiting on HR approval before offering the position. The administrative assistant is a support person and will attend the meetings but is not a senator. Updating the constituent lists will be a priority. Thanks to Senator Flukas for helping to set up the office.

**Senator vacancies:** There are still three senator vacancies. Post this need on the website and add it to the holiday-giving email Senator Rayfield is drafting.

**Committee Vacancies:**
- University Council—Roving
- Diversity Advisory Council – needs a staff senator
- University Library Committee – can be any staff member

**Committee Reports:**

Brand Strategy Task Force – Senator Squires reported that President Engstrom wants a brand that is unique to UM & unified to be used across the board. UM is hiring a Chief Marketing Officer for this purpose. The committee consists of broad campus representation (faculty, staff, students, community members).

**11:30**

**Presenters:** Adelle & Ian (from Concessions) gave a presentation on a fundraising opportunity. Organizations can sign up to staff the concession stands during football
&/or basketball games. The group earns 10% of the profits the first year & increases by 1% each year thereafter up to 15%. This is a way to earn money & advertise the group. Groups can be combined and you can use people outside SS but they must meet certain requirements.

SS discussed this fundraising option after the presentation. Concerns were: very big time commitment and we have to be able to depend on many for involvement (4-person minimum for each game).

Next meeting: December 14th (Location TBA)