I. Call to Order and Establishment of Quorum

The meeting was called to order and a quorum established at 3:01 p.m. by Patrick Dierschke.

**Senators present:** Skip Bolding, Shonda Brooks, Patrick Dierschke, Paula Dowler, Johnny Fira, Pam McKnight, Meghan Pace, Pat Payne, Annette Roberts, Lisa Sheppard, and Judy Stanley

**Alternates present:** None.

**Visitors signed in:** Katie Plum

II. Approval of Previous Meeting’s Minutes

The minutes of the previous meeting held March 22, 2010 were presented for approval. Paula Dowler made a motion to accept the minutes as presented, and Shonda Brooks seconded the motion. It passed unanimously.

III. Treasurer’s Report

Annette Roberts reported the Staff Excellence Account has a balance of $282.24, and the Staff Senate Account has a balance of $764.76.

IV. Presentation on QEP by Dr. Maurice Fortin

The QEP (Quality Enhancement Program) is a five-year plan that describes a carefully designed course of action that addresses a well-defined and focused topic related to student learning. QEP is tied to accreditation and allows ASU students to receive federal funding. QEP will require broad-based involvement, will improve student learning, aligned with the university’s mission, is assessment driven, and requires documentation and assessable results. The appointment of a QEP Development Director is on-going, as is the creation of a QEP Development Committee. The complete plan is due December 2012, the QEP will be submitted in January 2013, and an on-site visit in March 2013. QEP is something everyone needs to be knowledgeable about, including students, staff, and faculty.

IV. Committee Meetings

a. Patrick Dierschke reported that 2010-2011 committee recommendations are due to the President’s Office by June. Shonda Brooks was recommended for the ADA Committee on Accessibility of Facilities and Service for the Disable. Pat Payne and Pam McKnight were recommended for the Campus Safety and Security Committee, Paula Dowler was recommended for the Housing Committee, Pat Payne was recommended for the Student Endowment Scholarship committee, and the Student Service Fee Advisory Committee, and Johnny Fira and Carl Martin were recommended for the traffic appeals committee. The recommendations have Dr. Rallo’s approval.

b. The by-laws committee will go over the staff senate mission statement to determine if it can be condensed, to discuss parliamentarian process, and the possibility of changing the timelines specified in the by-laws relating to staff senate elections that will better align with the staff senate calendar. In addition, it was suggested that the by-laws committee be added to the agenda of the first staff senate
meeting in the fall to inform new and current senators about the by-laws. Lisa Sheppard was added to the by-laws committee for 2009-2010.

c. Pat Payne reported that the initial screening and application process for the Student Endowment Scholarships will now be handled by Financial Aid. The committee will still review all eligible applicants to award the scholarships.

V. New Business

a. Homecoming Awards Nominations were due April 19, 2010. Staff may be nominated.

b. Staff may take advantage and use the student discount program started by the student senate. A list of businesses that are participating is available on-line.

VI. Unfinished Business

a. The new employee reception event at the President’s office was reported as successful. Another is planned for the Fall.

b. The staff elections process will begin in May, with nominations due in May and June, and elections in July.

c. The next staff social will be May 7 from 2-4pm in the Centennial Hall Sky Room.

d. The shared governance committee is waiting for Dr. Blose to arrive in July. Shonda Brooks, Meghan Pace, and Pat Payne volunteered to sit on this committee.

VII. Miscellaneous

a. The construction forum was very successful.

b. Finance and Administration forum is scheduled for April 20th at 2 p.m. in the CJ Davidson Center.

c. A tuition waiver for tuition for dependents is possible, but details are still being worked out.

d. Susan Williams has taken a position in the Center for Security Studies. Her office is in the old multicultural center. More opportunities for students and faculty will be evident as this office moves forward.

Adjournment

Skip Bolding made a motion to adjourn the meeting, and Shonda Brooks seconded it. The motion passed unanimously. Patrick Dierschke adjourned the meeting at 4:06 p.m.

Respectfully submitted,

Annette Roberts
Secretary/Treasurer