Unclassified Professional Senate
Meeting Minutes – April 20, 2004
210 Rhatigan Student Center

I. Call to order: President Harpool called the meeting to order at 8:35 a.m. in 210 RSC.
   a. Senators present: Dotty Harpool, Barbara Mason, Mark McCain, Kristi Mohler, Gary Ott, Ellie Skokan, Mike Wood, John DuVall, Cindy David, Rich Renollet, David Butler, Joe Kleinsasser, Kevin Crabtree, Marilyn Yourdon.
   b. Senators absent: Linda Matson, John Rankin, John Lee,
   c. Ex-Officio members present: Mike Turner.

II. Review of Agenda – President Harpool reviewed the agenda and no changes were made.

III. Review and Approval of April 6, 2004 minutes – A motion to approve the April 6, 2004 minutes was made by Senator Mohler, seconded by Senator Ott. Motion passed 14-0.

IV. President’s Report
   a. Constituents Head Meeting – President Harpool reported that there was no new information to report from the meeting.
   b. Revision to Food Policy - President Harpool said that the changes clarified the approval process for donated food.

V. Committee reports
   a. Service – President Harpool said Senator Matson is sending out timely information on the listserv.
   b. Professional Development – Senator Butler reported that they have drafted a web page to add to the UP Senate site for Professional Development. Senator Mason asked if we could form a workshop for computer safety on campus. Senator Ott said UCATS would be happy to work with them to see if it is possible and would also talk to John Hutchinson about it. Senator Butler asked if it was possible to allow UP’s to submit suggestions on the website. Senator Crabtree said there is a bulletin board within the UP Senate site and that can be effectively used as a request system/discussion area. Senator Ott also suggested that users go to the User Services area at UCATS site for desktop support information. President Harpool would like this information to be available for new UP employee orientations and develop content. A time interval of every 6 months was suggested. Senator DuVall suggested that a list of orientation participants be given to the UP Senate right after their orientation so that senators could make a personal contact with those individuals.
   c. Recognition – No report.
   d. Legislative – President Harpool reported that Connie Dietz is working on a summary of the Topeka trip for the BOR meeting.
   e. Grievance – Mr. Turner said there were no new grievances.
   f. Election – President Harpool reported that the committee is meeting next Thursday to tally the votes.
   g. Dining Service – Senator McCain reported that the committee is meeting this Thursday.
   h. Classified Civil Service Committee – Nothing to report.

VI. New/Continuing Business
   a. BOR visit - President Harpool said the meeting location has still not been determined and we are assuming it will be on the 2nd floor of the RSC. President Harpool will notify everyone as soon she finds out. President Harpool drafted a handout and the Senate reviewed and discussed it. Years of service will be added to the graphs. Any questions for the BOR must be emailed to President Harpool by 5:00 pm on April 22, 2004. President Harpool will distribute them for the BOR meeting.

VII. As May Arise
   a. Volunteers still needed – Senator Mohler said the car show still needs volunteers for the day of the event, which is May 16, 2004.

VIII. Adjourn –Meeting adjourned at 9:25 am by President Harpool
Meeting minutes submitted by Kevin Crabtree, Unclassified Professional Senate Secretary