

Special Senate Meeting – May 17th

Attendance

E. Bush, S. Crocker, M. Faitell, S. Frisbee, A. Haines, A. Hazen, B. Horender, R. Huyck, J. Ireland, M. Kelly, M. Lapaglia, S. McGovern, M. Miknavich, A. Miller, C. Miller, A. Radlowski, R. Spetka, C. VanNamee, R. Wittenberg, J. Woodrow

Called to order at: 2:33pm

Chair Report

C. Miller welcomed the new and returning Senators, and shared her appreciation for all the support that's been given to her during her first year as Chair. For Senate meetings in the Fall, WH225 will be booked, but it is likely that the meetings will be a combination of in-person and Zoom.

C. Miller presented the roles of the Senator as stated in the bylaws available on the Senate website. Senators are expected to attend all regular and special meetings, as well as any Senate-sponsored open forums. If a semester-long conflict arises that prevents a Senator's regular attendance, C. Miller will work with them to find a temporary replacement so their area still has a representative at meetings. Senators are also expected to communicate with their representative areas on a regular basis, sharing updates from Senate and soliciting any issues/concerns to bring to the Senate to consider.

Volunteers for the 2021-22 Senate Advisory Committee were solicited, and the following ballot of names was approved by common consensus for the committee: E. Bush, S. Frisbee, A. Haines, M. Kelly, and A. Radlowski.

Assessment Document

C. Miller will share the Senate Assessment document via email after the meeting, but wanted to highlight two areas where there is a need for improvement:

Communication with the College Community

Over the last year, updates to the website (such as committee membership, approved Senate minutes, etc.) have fallen through the cracks due to challenges resulting from the Pandemic. Over the summer, C. Miller will work with Advisory and other parties to determine which Senate Officer will be responsible for keeping these materials updated, how they will be shared and who from Marketing will be the point of contact, and what the schedule will be for keeping the materials up-to-date.

Committee Chair Reports

There was some discussion regarding how to support Senate Committee Chairs in writing their annual reports, followed by conversation about what happens to the reports after they've been shared.

Additional Items

C. Miller is developing a form in conjunction with L. Kahler and Senate Advisory that can be used by those bringing action items to Senate which require a vote. The form would allow Senate Advisory to develop a timeline and share the information with all affected parties ahead of time.

There was additional conversation regarding how to balance the volume of reports given at Senate with improving the communication pipeline between Senate and Senate committees. One suggestion is to have either committee chairs or a designee attend each Senate meeting, so they can speak to items that come up in discussion related to their committee work. Other feedback on how this communication can be improved would be appreciated.

Open Forum

The benefits of being able to attend Senate meetings remotely were discussed, and

A. Radlowski shared a reminder to attend Summer Institute this week.

The meeting concluded around 3:00pm

Respectfully submitted,
Anna Radlowski