



AGENDA & MINUTES

Name of Committee or Team: Senate Engagement Committee

Support Documents Link:

Recording link:

Committee Members Present via WebEx: Brittany Barber, Lisa Whiting Dobson, Eliza Lee, Susan Hardie, Jennifer Muffett, Jessica, Hester, Karen Tommasulo

Resource Members Present via WebEx:

Guest(s):

Scribe: Kelli Herm

Date: November 15, 2024

Time: 11:10a.m. to 12:04pm

Room: online

Agenda Item	Tentative Time	Discussion	Next Steps
Welcome and Approve Agenda	5 minutes	<ul style="list-style-type: none"> Agenda Approved at Nov. 1 Meeting 	
Approval Of Minutes November 1, 2024	5 minutes	<ul style="list-style-type: none"> Minutes Approved 	Kelli Herm will send to Penny Tucker
Senate Election Marketing Update	15 minutes	<ul style="list-style-type: none"> Karen will put a blurb in the Star the week of Dec 9 saying that elections are coming. Lisa will get cards made. We will have the cards at a table during PA days in January and can also hand them out during the breakfast on Jan. 8. Eliza will make sure FAQ's are on the website before January. Eliza can send script to senators for January Department meetings. Lisa will let us know if video will be ready. Kelli will look for slides for past PA days and will find out if there is still room for us to present there. Karen will contact those who run Division newsletter to put something in there. Looked at Senate election Timeline- adjusted some dates since March 10 week is spring break. We'll have an announcement in Star for nominations 	<ul style="list-style-type: none"> Eliza will create a draft of the card to share.

		<ul style="list-style-type: none"> • Discussed and updated text for card- it already has a QR code that goes to the Senate website. 	
Committees In Need Of Members	5 minutes	<ul style="list-style-type: none"> • Laura couldn't attend but gave an update on committee members in the Web-ex chat. <ul style="list-style-type: none"> ○ She contacted Dustin Abrego about joining our committee. Said that he is interested but also has time constraint concerns. She thinks that she can talk him into joining, in time. ○ She also contacted both Ofc of Empower & CEWD team regarding need for both us and CASL is awaiting responses and hoping to have news next week. • Tanya McClain is interested in doing committee work- she is in the Office of Empowerment. <ul style="list-style-type: none"> ○ Eliza sent her list of committees. ○ Jessica spoke with her this week. ○ We have room on our committee for Office for Empowerment. Lisa has a meeting scheduled with Tanya on Dec. 2. • Adjunct Advisory committee may have had low turnout because of the time chosen. • CEWD and CASL still in need of committee members. 	
Senate Mentor And New Senator Orientation Guidelines	10 minutes	<ul style="list-style-type: none"> • Laura hasn't gotten to it, but she will- in progress. She will post it as soon as possible. 	
Website Update	5 minutes	<ul style="list-style-type: none"> • Eliza will talk with Penny- has a meeting planned. • Going to condense some things together and we need a new picture. • We can take a group photo at the next in person meeting- we were supposed to have another in person meeting this semester but we couldn't get the board room. <ul style="list-style-type: none"> ○ There is only one in-person meeting on the agenda for spring. 	
Senate Video Update	5 minutes	<ul style="list-style-type: none"> • It is in progress. Lisa is working on the script. Needs to find a time to get it edited. 	<ul style="list-style-type: none"> • Lisa will send out the script for us to review.
Old Business	5 minutes	<ul style="list-style-type: none"> • We want to get new mentors in place by April 18 • Can send out the list of expectations when we do a call out for mentors. 	

New Business/Set Next Agenda	5 minutes	<ul style="list-style-type: none"> • Next meeting Jan 24. • Elections update, committees in need of members, • Discussed inviting student senator, Aral, to our next meeting. • Can combine Admin senator orientation with faculty senators. 	
Adjournment		<ul style="list-style-type: none"> • Meeting adjourned at 12:04pm 	

Meeting adjourned 12:04pm

WebEx Chat Information: