Southeast Missouri State University
Professional Staff Council
Meeting Minutes – September 16, 2015

QUORUM AND CALL TO ORDER
The Professional Staff Council (PSC) was called to order at 10:00 am in the UC Heritage Room by Chairperson Katie Foshee. PSC representatives in attendance were Chelsea Caile, Katie Foshee, Ryan Heslinga, Dan Presson, Eric Redinger, Dana Seabaugh, DeAnte Smith, Melissa Stevenson, Mary Harriet Talbut, Sara Waggoner, Ann Hayes, Alisa McFerron, and Christy Mershon. Other attendees included: Deana Luetkenhaus, Abigail Wheetley, and Sonia Rucker.

REPORTS
Chairperson Report – Katie Foshee
- Review of Administrative Council:
  University standing committees are being reviewed – scope/membership/titles/etc.
  Updated University Organizational Chart was passed around – will be updated online soon.
  Student headcount and FTE goals were discussed.
  Upcoming renovations were listed.
  Summer utilization of buildings will also be reviewed – recommendations for further energy conservation possibilities.
  Provost interviews should be conducted during October – times and places will be announced via the Newswire.
- Pink Up Game is October 31. Jerseys are still available!
- Asked committee members to review the Great Colleges to Work For Survey and submit any feedback ideas/issues to Katie.

Chair-Elect Report – Ryan Heslinga
- No Report.

Secretary/Treasurer Report – Melissa Stevenson
- No Report.

SPECIAL GUEST
Sonia Rucker, Coordinator of Institutional Equity & Diversity, introduced herself to the committee and explained the various duties of her office. She also discussed some updates that will soon be made to online training sessions. Please feel free to visit Sonia to discuss any ideas you may have for special events/functions. Many events are already scheduled – and all events are open to anyone!

OLD BUSINESS
None.

NEW BUSINESS
- Due to time issues, a few items were noted by the PSC to include on our next meeting’s agenda.
COMMITTEE REPORTS, PSC REPRESENTATIVES

University Standing Committees:
- Diversity Education – Christy Mershon. Scope of committee is being reviewed - scope and title may be updated.

COUNCIL MEMBER/DEPARTMENT ANNOUNCEMENTS
- Look for the Newswire announcement with instructions for registering for this year’s Wellness Screening and Health Fair – October 6th and 7th. Info will also be sent via campus mail.

ADJOURNMENT & NEXT MEETING
There being no further discussion, the Council adjourned at 11:46 am. The next meeting is scheduled for Wednesday, October 21, 2015, at 10:00 am in the University Center Heritage Room.

Minutes respectfully submitted by Melissa Stevenson, PSC Secretary/Treasurer.