LOYOLA LAW SCHOOL STAFF SENATE  
Meeting Minutes

Date: Wednesday, April 22, 2015  
Time: 12:00 PM – 1:00 PM  
Location: Dean’s Conference Room

Senators in Attendance: Paul Augustine, Rosie Branconier, Laura Cadra, Marina Castaneda, Auggie Gonzalez, Megumi Horinouchi, Liz Luk, Justin Melchor, Suzie Shatarevyan

Senators Not in Attendance: Earl Morgan, Corinne St. Claire

1. Welcome
   - Senior Associate Dean Sean Scott welcomed the senate, thanked everyone for their participation, and offered her support should the senators require any assistance from the Dean’s Suite. She made it clear that this would be a staff-developed and staff-run committee.
   - As representatives of the LMU Staff Senate, Valda and Larry explained that they would be happy to provide any insight that would help the law school staff senate in creating a structure and drafting a set of rules.

2. Staff Senate Structure
   - Because of Earl and Corinne’s absence, we felt it would be unfair to proceed with any major decision-making without their input. The senate decided to suspend the discussion until the following meeting.

3. Establishment of Senate Meeting Frequency
   - The senate decided for the time being to meet on a monthly basis: every third Wednesday of the month. Additional meetings would be added as necessary.

4. Process of Submitting Agenda Items
   - The senate would welcome input from the greater law school community in guiding the meetings.

5. Questions/Announcements
   - Suzie asked everyone to remind their colleagues of the United Way campaign. A kick-off event will be taking place on April 23, 2015 at 2:00 PM in the Lack Reading Room.

Next Meeting: Wednesday, May 20, 2015, 12:00 PM; Career Development Library/Multi-Purpose Room (Founders Hall 118)