Loyola Law School Staff Senate
Meeting Minutes

Date: Wednesday, June 24, 2015
Time: 12:00 PM – 1:00 PM
Location: Rains Library Director’s Conference Room

Senators in Attendance: Paul Augustine, Rosie Branconier, Marina Castaneda, Auggie Gonzalez, Megumi Horinouchi, Liz Luk, Earl Morgan, Justin Melchor, Suzie Shatarevyan, Corinne St. Claire

Senators Not in Attendance: Laura Cadra

1. 2015 Staff Picnic
   • Conferences and Events will send out an email to staff to see if anyone would like to volunteer for the Staff Picnic on Friday, July 17. Senators will encourage colleagues in our individual departments to help out.

2. Creation of Bylaws
   • The senate adopted Valda’s suggested bylaws and will amend as needed. The only change we should adopt right now is the inclusion of the other officers (i.e., secretary, treasurer, and publicity chair).

3. Website Set-Up
   • The senate will announce the website launch in conjunction with hosting a Root Beer Float Social from 2:00 PM – 4:00 PM on Thursday, July 9.

4. Electronic Voting Tools:
   • The senate tabled this topic since there were no pressing issues that needed to be voted on.

5. Anonymous Comment Submission Form
   • Staff will be able to submit feedback with or without adding their name and contact information.

6. Distinguished Service Award
   • The senate recommended that we help with setting up a committee for 2016.

7. Staff Senate Budget
   • Corinne and Suzie will prepare a proposal for how the budget will be spent and if we will need to increase that allotment in the future.

8. Questions/Announcements
   • Senators should attend and should encourage their colleagues to attend the Staff Listening Session for the Dean’s Search at 4:00 PM today, Wednesday, June 24 in the Robinson Courtroom.

Next Meeting: Wednesday, July 15, 2015, 12:00 PM, Library Director’s Conference Room