An unofficial meeting was called to order by Diana Dean, President. Only 13 senators were present, not enough for a quorum.

Roll Call:

**In attendance:**

**Absent:**
F. Ahlvers, P. Burnell, M. Garner, L. Hutchins, R. Jones, C. Kissee, S. Taylor, V. White, T. Lane, J. Chrest

I. Guest: Sharon Avery, State Employee Advocates of Kansas (SEAK). Pizza was provided preceding the senate meeting by SEAK while Sharon explained the purpose of the SEAK organization and Keith Haxton, SEAK President discussed current legislation.

II. Division of Human Resources, Gary Leitnaker:

A. Gary commented on the SEAK presentation.

B. There is a committee reviewing web-based training for MS Word programs. Training could be done by individuals at their own pace.

III. The approval for the February 2 meeting will be approved at the April 5th meeting.

IV. Budget Report:

- Foundation Account: $1,404.48
- Employee Recognition: $449.33
- State Account: $570.75
- Less: $206.20 Car Rental
- Balance: $364.55

V. Standing Committee Reports:

A. Codes & By Laws, A Treinen: No report
B. Education and Enrichment, D. Dean: S. Taylor will be attending benefits meeting of the Faculty Senate Benefits Committee to review a tuition proposal.

C. Election, G. Jackson: No report

D. Personnel/Benefit, C. Kissee: No report.

E. Publicity, M. Garner: The March newsletter will be out next week. L. Hutchins will be sending out forms to the senators to complete biographical information for the Senator Spotlight section of the newsletter.

F. Recognition Ceremony, S. Adams:
   1. The ceremony will be in the Forum Hall of the Union and the refreshments will be provided by the Union.
   2. It was suggested that a slide presentation with pictures of employees throughout the campus be shown before the ceremony.
   3. Submit to Sandi any ideas for the number of employees recognized for next year's ceremony i.e. number of senators per department coincide with number of employees recognized.

VI. Campus Committee Reports:

A. Recycling, M. Lewis: No report

B. Peer Review, J Younning and C. Kissee: No report

C. Recreation Council, C. Kissee: No report

D. Parking, C. Kissee: No report

VII. Old Business

A. Legislative Day was cancelled in February due to campus scheduling conflicts.

VIII. New Business

No new business

VIII. Adjournment: The meeting was unofficially adjourned.

Submitted:
Ann Marie Treinen
Interim Secretary