



Approved Minutes
March 30, 2011

Members Present: Terri Alvey, Julie Bordelon, Bobbie Brown, Sylvia Dillworth, Donna Dippel, Brandan Garrison, Shannon Hoehn, Chris Jines, LaVerne Jones, Kim Jost, Charlene Kaufman, Katie Mathew, Melissa Miller, Amanda Mitchell, Debbie Whiteside, Cynthia York, Angie Goebel, Catherine Vaughan, and Donna Evinger

CALL TO ORDER: Shannon Hoehn called the meeting to order at 2:05 pm.

Todd Wilson could not attend the meeting due to illness so our guests from marketing and communication were Leslie Parker, Brandy Hess and Kathy Funke. Kathy Funke made us aware of USI's goal of elevating the visibility of the campus to let everyone know of the "new and improved" USI. Leslie Parker from publishing presented recent ads and other marketing materials. Brandy Hess explained the new web site will have more uniform pages and with the new CMS it will be easier to do updates. The program allows several templates for departments to update their pages, easier and more user-friendly will be less intimidating and will encourage departments to make more timely updates. A lively discussion ensued as we were asked our thoughts on how to better market USI.

Minutes from February 23, 2011 meeting were read and corrected. A motion to approve the minutes with corrections was made by Chris Jines, seconded by Cynthia York.

Committee Reports:

Economic Benefits: Kim Jost reported the Economic Benefits Committee met to discuss the implementation of the "Spring into Wellness" program. The program is a four person team challenge for employees and students. An email was sent by Recreation, Fitness and Wellness to all departments introducing the program. Due to late notice for registration, the EBC requested an announcement be issued in USI Today promoting the program.



Employee Relations: Melissa Miller reported Employee Relations Committee met on March 21, 2011. We discussed that the Employee Picnic will be on May 18th and that the 2nd shift will have lunch prepared for them in the Loft at 8pm and 3rd shift will be at 2am (May 19th). We are just waiting on final contracts from Ann Fisher so we can approve and sign them. We are going to distribute tickets at the door to keep track of how many people attend. We are finalizing the entertainment for that day and have decided to play music through the sound system in Carter Hall instead of having the radio station attend.

Nominating Committee: Chris Jines reported we need 13 representatives this next year and at the time of the meeting there were 10 nominations.

Smoking Committee: No Report

Old Business:

The Ambassador Committee will need a new Chairperson because Chris Jines is retiring at the end of June. Chris solicited for her replacement noting that it is a rewarding position with little effort needed.

New Business:

The recycling program was discussed in length, Donna Dippel explained that we do recycle but sometimes the problem with the perception that we don't recycle is that the bins are not used properly; i.e. garbage in the plastic, plastic in the cans bin, trash in both, etc. As much as USI wants to recycle, we can only do it if everyone cooperates.

The discussion was tabled for our next meeting.

It was announced that our next meeting would be held on TUESDAY April 26th, 2011 at 2pm in BE 3024.

A motion to adjourn the meeting was made by Kim Jost, seconded by LaVerne Jones. The meeting was adjourned at 3:10 pm.

Respectfully submitted,
Charlene Kaufman