



Approved Minutes  
September 29, 2010

Members present: Mary Ann Bernard, Donna Dippel, Samoa Hempfling, Shannon Hoehn Charlene Kaufman, Debbie Whiteside, Cynthia York, Julie Bordelon, Bobbie Brown, Brandan Garrison, Chris Jines, LaVerne Jones, Katie Mathew, Catherine Vaughan, Terri Alvey, Melissa Miller, Angie Goebel, Kim Jost and Donna Evinger

**CALL TO ORDER:** Samoa called the meeting to order at 2:05 P.M.

The minutes were approved with corrections motioned by Debbie Whiteside and seconded by Chris Jines

**COMMITTEE REPORTS:**

**Economic Benefits-**

Kim Jost reported on the meeting held September 21<sup>st</sup>, that Susan Todd has resigned from Staff Council. Laverne Jones has agreed to co-chair the EBC.

Donna Evinger advised compression study data has been gathered. The information will be presented at the next meeting. The job reclassification process was discussed.

The Professional Development Certificate Program has had a great response. Twenty five employees are registered for the program with six additional employees on the waiting list. A possible second session may take place at the beginning of the year.

Get Fit Program was briefly discussed. The USI Today would be interested in success stories from employees regarding health issues. Contact Sarah Harlan to submit stories. The possibility of e-mailing support staff health tips such as how to quit smoking or relaxation tips was mentioned. I will forward this idea to Catherine Vaughan who is on the Wellness Committee.

Donna Evinger shared with EBC Deaconess' commitment to have a counseling center closer to USI for the Deaconess Concern Program once the contract has been renewed with USI.

It was confirmed the student inquiring about reduced USI daycare expenses was advised the Children's Learning Center was operating at a loss and will not be able to reduce expenses. The student was satisfied with this information.

Follow up regarding Grounds and Maintenance request for Gatorade/water and breaks during high heat index days was discussed with Donna Evinger. She will follow up to be sure the correct protocol was followed and check with Safety Management regarding current procedures in place for this situation.

Next EBC meeting is scheduled for Tuesday, October 19th at 2 p.m. in FA43.



### Employee Relations-

Melissa Miller reported the USI Food Drive for Archie's Closet was a HUGE success. The food drive ended on September 24th and 1387 items were collected. Scheduling Services requested that all collection boxes be kept in offices and not in unsupervised hallways or lobbies. All box locations were notified of this request. Jeannie Kuebler gave us a tour of the Food Closet. Thanks was given to Terri Alvey for the advertising and emails. Also thanks was given to Julie Bordelon and Donna Dippel for helping with the boxes. Donna Dippel and Debbie Whiteside helped take the donations to the library. Debbie Whiteside reported that Dental and Nursing had a friendly competition to see who could collect the most items. She suggested other departments may want to do the same. We briefly discussed the USI Giving Tree. The applications are available the week of October 4th and are due back November 5th. This deadline will be reviewed for possible extension as it gets closer.

Nominating Committee- No report

Web Committee- No report

Bylaws Committee- No report

Liaison reports- Chris Jines reported the Faculty Senate met and discussed the nursing mother's issue. It was decided to bring the matter to the Space committee. The need for signage at the top of the exit ramp was discussed as well. Mary Ann Bernard reported on the Environmental Steward Committee meeting. There are 7 areas to be targeted for recycling bins.

### OLD BUSINESS:

The Professional Development Certificate Program (PDCP) had 31 applications so Linda Cleek and Julie Brauser are looking at scheduling more classes to accommodate those who did not get in. Samoa thanked all those who had their photo taken for the website and we are looking into having a link on the USI Today website to introduce the members of Staff Council.

### NEW BUSINESS:

We were unable to discuss any new business. The room needed to be vacated for the next group scheduled to meet.

### DISCUSSION/ANNOUNCEMENTS

Cards for Amanda Mitchell and Deanna Engler were passed around for signatures.

Next meeting will be held on October 27, 2010 at 2PM in UC 206

Meeting adjourned motion by Angie Goebel and seconded by Julie Bordelon.

Respectively submitted by Charlene Kaufman