



Staff Council Meeting
Approved Minutes
August 25, 2011

Members Present: Terri Alvey, Mary Ann Bernard, Garry Culver, Betsy Farley, Jennifer Jones, Steve Owens, Julie Pendergrass, Josh Pietrowski, Kimberly Sullivan, Debbie Whiteside, Julie Bordelon, Sylvia Dillworth, Brandan Garrison, Shannon Hoehn, LaVerne Jones, Catherine Vaughan, Terry Martin

Guest Present: Donna Evinger

Members Absent: Bobbie Brown, Katie Mathew, Angie Goebel, Amanda Mitchell

Call to Order: August 25, 2011, 2pm UC2207

Old Business:

The Minutes from the July 27, 2011 meeting were approved with corrections. Josh Pietrowski moved that the minutes be accepted with the changes and Julie Bordelon seconded. Motion passed. We will try to get unofficial minutes to members earlier so that the minutes can be reviewed and any grammatical, spelling or other corrections can be forwarded to Kim and those can be done before the actual meeting.

The Professional Development Program was discussed. A two-year grant was received for this program and the response for the second session was light. Julie Brauser will evaluate the entire program by surveying those who took the classes last year. September 1, 2011 is the launch date for the second session. An email will be sent by Shannon Hoehn to all USI support staff and Donna Evinger will send an email to USI managers/supervisors promoting the program.

Support Staff Recognition

There were six nominees: Jerry Bulger (Physical Plant), Gail Cummings (Special Events), Chris Hogue (Chemistry Lab Supervisor), Terry Martin (Pott College), Tony Morgan (Distribution Services), and Lisa Staples (Biology).

The award was presented to Terry Martin at the Luncheon held on August 15, 2011.

New Business:

Economic Benefits: Julie Bordelon discussed the focus of the committee, notes are attached.

Employee Relations: Terri Alvey discussed Archie's Food Drive: To be held September 12 – 24, 2011. There will be advertising. Touched on Giving Tree and Staff Picnic. Notes are attached.

Founders Day Committee: Brandan Garrison attended. Founders Day will be September 14, 2011. There will be a breakfast and either a luncheon cook out or cake and ice cream. Student groups to be involved in order to build traditions.

Josh Pietrowski will be our Faculty Senate Liaison.

Mary Ann Bernard will be our Administrative Senate Liaison.

Fall Support Staff Meeting: Discussed ideas for the next meeting. Concerns were that this one did not have enough interesting items. We missed Donna's input!!!

Staff Council meetings will be switched to the fourth Tuesday of the month at 2:30pm. Location TBA.

To be discussed at future meeting:

Service Day, Staff Council Service Event

Staff Council Give-Away items

IT Changes

Dates:

Founders Day: September 14, 2011

Professional Certificate Ceremony: September 27, 2011

Staff Council Meeting: September 29, 2011 at 2:30pm Location TBA

Wellness Fair: October 6, 2011

Staff Council Meeting: October 25, 2011 at 2:30pm Location TBA

There being no further business, Josh Pietrowski moved that we be adjourned and Julie Bordelon seconded. Meeting Adjourned at 3:12pm.

Respectfully Submitted,

Kimberly Sullivan, Secretary



Employee Relations Committee
Staff Council

The ERC meet together at the Staff Council Retreat and discussed plans for Archie's Closet food drive to be held September 12th - 24th.

- Betsy Farley and Bobbie Brown have volunteered to deliver boxes to the drop off locations on Friday, September 9th.
- There are as of today 12 confirmed locations and three yet to respond. (UD, Travel, UC)
 - o Library - David O'Grady
 - o Teacher Education - Kathi Goen
 - o Liberal Arts-Cynthia York
 - o Admissions-Cindy Braker
 - o Chemistry - Kim Schauss
 - o Dental Hygiene- Mary Killian
 - o RFW-Jeannie Kuebler
 - o Health Professions-Kim Sullivan
 - o Residence Life-Betsy Farley
 - o College of Business - Linda Dillbeck
 - o Biology-Lisa Staples
 - o PAC-Kim Reddington
- Advertising for the Food Drive will be in place the week of the 5th, which will consist of SYMON ads, radio spots with USI's radio station, USI today, emails and flyers on bulletin boards (special events).
- Contacting Student Organizations to see if they would like to join us in this effort next week.
- Briefly discussed The Giving Tree and Staff Picnic.
- First meeting is scheduled for September 15th @ 2:00pm in UC 2005.

Staff Council
Economic Benefits Committee
August 25, 2011

We wish to have the USI staff know our purpose. We want to boost moral for the USI staff and the overall USI community by making members more aware of the advantages offered by the school:

1. Free parking;
2. Events with free lunches and snacks;
3. Food services;
4. Take classes;
5. Local vendor discounts;
6. Etc.

Encourage members to participate in benefits provided:

1. Health facility personal trainer, pool, etc.;
2. Smoking session courses;
3. Team sport opportunities;
4. Etc.

While also striving to improve work conditions and personal concerns:

1. Bereavement time increase;
2. Maternity/paternity leave increase;
3. Flextime year round;
4. Employee surveys;
5. Etc.