



Approved Minutes  
February 3, 2009

Present: Chris Jines, Teresa Schmitt, Charlene Kaufman, Frank Nagy, Sheree Seib, Becky Ball, Jacki Spainhour, Cynthia York, Pam Moore, Terry Martin, Catherine Vaughan, Donna Evinger, Kim Shelton, Dave O'Grady, Angie Goebel, Jeri Broshears, and Brian Brown.

## **CALL TO ORDER**

Chris Jines called the meeting to order at 2:05 p.m.

Approval of November 25, 2008 minutes with corrections, motion by Becky Ball, seconded by Frank Nagy.

## **Economic Benefits Committee**

Dave O'Grady reported the committee is contemplating another compression study on support staff salary. The last across the board raise (to adjust to minimum wage increase) was in the 1990's. The committee will report its decision at our next meeting.

## **Employee Relations**

Pam Moore reported seventeen families were helped with the Giving Tree project. Picnic plans discussed:

- Finding a location for the picnic is going to become increasingly difficult with construction and the growing number of employees
- We may not have the same amount of funds available that we have had in the past
- Some Staff Council members have difficulty in getting away from their job to help

Some of the ideas discussed were:

- Do not have a picnic
- Picnic for Staff employees only, possibly with an afternoon off for games, etc. (this would have to be approved)



- An ice cream social instead of a picnic
- Provide lids for the plates and let employees take them wherever they want, even back to work

Staff Council voted to keep picnic as in past. Possible locations: PAC lawn, with inclement weather backup, PAC 200, or HP lawn. Employee Relations will report at our next meeting.

### **Nominating Committee**

Angie Goebel reported she now has the employee lists and is preparing ballots.

### **Web Committee**

Sheree Seib reported the budget presentation will be posted on our web site when it has been finalized.

### **Old Business-**

Revising by-laws - Terry reported not much progress as of this meeting.

Discussed the pros and cons of Staff Council officers serving for two years. Nominating committee to meet for discussion and present their findings at our next meeting.

### **New Business**

Donna Evinger asked if Staff Council would accept, if necessary, a 5% budget cut. Staff Council voted to ok our budget to be reduced by \$180 if needed. This would reduce our budget from \$3600 to \$3420. If HR's budget is cut only by 3% or less, Staff Council's amount will not be cut. Largest expense is picnic which is between \$2800 and \$3000, however, this cost is expected to increase this year. Copying costs is our second greatest expense and the retreat is third.

It was discussed the need to put most of our hard copy notes on a disk for archiving. HR suggested we create a folder and place on server. Chris to contact Jennifer Greene, Library Archivist, to scan items, storage, etc.

"Butt Crew" (Don Moore's project to rid the campus of cigarette butts) - Council voted no at this time to be a part of the "Butt Crew" cleaning the front of the Rice Library.



Teresa Schmitt, Angie Goebel, Charlene Kaufman and Chris Jines volunteered to be a part of the "Butt Crew" as individuals.

### **Discussion/Announcements**

The memoriam read for Mary Beth Downing sparked discussion to decide how/what we as Staff Council should do in the future, since memoriams are no longer mailed to family members. Sheree suggested putting it on the website. Staff Council agreed this is a fitting way to recognize the individual's contribution to the University.

Dave O'Grady suggested a "sick pool program" where individuals would be able to donate their sick time to assist employees who are out of sick time. Subject was researched, presented and rejected a few years ago. Should this be a Staff Council initiative?

Jacki Spainhour was asked by an employee; "How does one get a job reclassification?" Donna Evinger suggested the employee see their supervisor to submit the request to HR.

Catherine Vaughan was asked to inquire about a chapel on campus. All employees and students are to be directed to Chris Hoehn in Religious Life.

The inclement weather closing policy is found in the handbook (the electronic version is being revised). The updated version is in the campus phone directory.

The agendas for the meetings will be emailed starting with next month's meeting. Please remember to print it and bring to next meeting, February 24, 2009.

We are pleased to announce the 75% fee waiver for dependents and spouses was approved, effective spring semester.

Meeting adjourned at 3:20 p.m. on motion by Becky Ball and seconded by Dave O'Grady.

Respectfully submitted,

Charlene Kaufman, Secretary