



Approved Minutes  
July 31, 2007

Present: Becky Ball, Vicki Bierley, Brian Brown, Christine Crews, Carol Evans, Samoa Hempfling, Rene' Koressel, Kristin Lewis, Terry Martin, Pam Moore, Tony Morgan, Dave O'Grady, Sheree Seib, Angela Torres

Guests: Donna Evinger, Joe Palladino, Miles Mann, Cindy Brinker, Chris Jines, Linda Lefler, Debbie Clark, Sara Rhodes

**CALL TO ORDER**

Chris Jines called the meeting to order at 9:05 a.m.

Dr. Joe Palladino opened the meeting with a talk on humor and the importance humor plays in our day to day lives.

Miles Mann gave an update on future plans for construction and development of the campus. The Business and Engineering Center is about half way through the design process. Construction of the Business and Engineering Center will begin in about a year and the completed building will be about the size of the Liberal Arts Center. The quadrangle project should be complete in about four weeks. The McCutchan Art Center ground breaking is scheduled and the center will provide a teaching gallery that will be attached to the Liberal Arts Center. Distribution Services will be moving to the new Support Services Building that will be located near the Foundation Office off Clark Lane. Construction on the McWest Recreation Building will begin in about 3-4 weeks and the completed project should double the size of the existing facility. The University Center expansion is in the planning stage. Phase two of the Recreation Fitness Center will begin in about six months. Science Center labs and office renovation will begin soon. The Ceramic Center will be relocated to make room for the Business and Engineering Center. The Orr Center renovation will move Financial Aid to the space vacated by Career Services. An alternate electrical project is underway and the existing Physical Plant will be expanded to handle the addition of more buildings.

Cindy Brinker gave an update on the State biennial budget process. USI receives 57% of its operating budget from the state; separate funding covers expenses for capital, buildings, and repairs to existing physical plant. These funds are in addition to income from student fees and tuition. Money for staff increases come from other places in addition to the state allocation. The operating budget for 07-08 is in place and we received one of the highest increases in the state for staff salary increases. Federal funds are being sought for the campus roadway project and equipment for the Engineering program.

Debbie Clark gave an overview of the responsibilities of the Chair of Staff Council. She handed out the Overview and History of Staff Council and an article that gives the Ten Commandments for the Office.

Angela Torres gave an overview of the responsibilities of the Secretary of Staff Council.

Dave O'Grady gave an overview of the responsibilities of the Vice Chair of Staff Council.

Chris Jines presented the council with the guidelines and history of the new Support Staff Recognition Award. The first award will be presented at the Annual Support Staff Luncheon in August. A new Staff Council Logo will be revealed at the luncheon by Annie Krug, Vice President for Advancement. All support staff will be given a keyring with "Your key to USI" engraved on one side and the new logo on the other side. Chris gave an overview of the Employee Ambassador Program.

## **COMMITTEE REPORTS**

### Economic Benefits

Overview of committee responsibilities by Sara Rhodes.

### Employee Relations

Overview of committee responsibilities by Dave O'Grady.

### Nominating

Overview of committee responsibilities by Linda Lefler.

## **Break for lunch**

### Elections

Chair: Angela Torres

Vice Chair: Dave O'Grady

Secretary: Terry Martin

## **Staff Council Committees**

### Economic Benefits Committee Members

Vicki Bierley

Brian Brown

Christine Crews – Co-Chair

Carol Evans

Kristin Lewis – Co-Chair

Tony Morgan

Frank Nagy

### Employee Relations Committee Members

Becky Ball

Jeri Broshears

Samoa Hempfling – Co-Chair

Rene' Koressel

Terry Martin  
Pam Moore – Co-Chair  
Sheree Seib  
Lisa Staples  
Virginia Thomas

#### Nomination Committee Members

Becky Ball – Chair  
Pam Moore  
Virginia Thomas

#### Web Committee Members

Vicki Bierley  
Lisa Staples

#### Other Committees

Benefits: Debbie Clark  
Equal Employment Opportunity Appeal and Hearing Board: Mandy Fulton (04-07)  
Christina Jines (05-08), Dave O'Grady (06-09)  
Safety & Risk Management: Dave O'Grady  
Smoking: Dave O'Grady  
Substance Abuse: Rene' Koressel (07-09)  
Traffic Appeals: Brian Brown  
Wellness: Kristin Lewis

If new photos are needed for Staff Council members, please contact Barb Goodwin in News and Information Services.

#### Approval of Minutes

A motion to approve the June 26, 2007 Staff Council meeting minutes as amended was made by Christine Crews and seconded by Dave O'Grady.

A recommendation to accept the Annual Staff Council Report submitted by Christine Jines as amended was made by Becky Ball and seconded by Sheree Seib.

It was suggested that the Employee Ambassador Program be moved from its present location on the web to a more prominent place to make it more readily accessible.

The most recent By-Law changes made on the web are dated 2001. If updates have been made since that time, we need to update the web. If not, the By-Laws need to be reviewed.

Staff Council meetings will be held on the last Monday of the month at 2:00 p.m.

#### Adjournment

A motion to adjourn the meeting at 2:00 p.m. was made by Sheree Seib and seconded by Christine Crews.

Break-out into committees until 4:00 p.m.