



Approved Minutes
April 24, 2007

Present: Christine Crews, Gail Cummings, Deanna Engler, Yvonne Floyd, Chris Jines, Linda Lefler, Tony Morgan, Frank Nagy, Bea Purcell, Sara Rhoades, Angela Torres, Julie Weinzapfel

Guest: Donna Evinger and Annie Krug

Call to Order

Chris Jines called the meeting to order at 1:35 pm.

Presentation by Annie Krug on Staff Council Logo

Annie gave a presentation to the staff about the branding of USI. Annie plans to bring in an outside firm in order to determine how best to go about branding USI. Chris explained that we wanted a new logo in hopes that it would generate excitement among the staff about Staff Council. We would use the logo on our website and for promoting events sponsored by Staff Council. Annie would be able to give us guidelines on when to use the USI logo versus using the Staff Council logo. She asked that we not have the entire staff vote on a logo because there is a possibility for a lack of buy-in by those voting for a non-winning logo. Annie would be happy to do a logo unveiling for us. She let us know that the university is moving away from using logos with full circles. We would need to have a color option and a corresponding black/white option. Once we decide on a color, that specific logo will be the design we are limited to using. We will need to decide when and where we plan to use the logo. Some current ideas included using the logo for the recognition award, the website, letterhead, in-kind letters, and the picnic. It was suggested that we have Annie present the logo to Staff Council at the summer retreat and then unveil it to the staff at the fall staff meeting.

Approval of Minutes

Christine approved and Sara seconded the minutes of March 27, 2007 as amended.

Committee Reports

Economic Benefits

Deanna stated that the committee discussed security versus a police force. IU, PU, and Ball State have an actual police force. It is up to Pres. Hoops to decide which he wishes to have on campus. The information has already been presented to him.

Frank asked if we wanted to pursue defining "Call-Back" time. It is currently only used for emergency situations. ISU pays the time an employee is called in for non-scheduled work the same as those employees called in on an emergency basis. Donna will need to do some research on how USI management handles these situations. She will need to distinguish between mandatory versus optional call-back.

Employee Relations

Sara passed around a sign-up sheet for helping with the picnic. She will see who signs up and then assign volunteers to the different stations. The committee that is putting together the Eagles Auction will have a meeting on May 3rd from 1:30-2:30 in UC 206. The picnic is on May 23rd. We will have chicken, potato salad, macaroni salad, baked beans and chips. Sara is going to contact GD Ritz's about ice cream. Frank asked for a layout for Physical Plant. Sara said that Special Events is working on the layout that will be given to Physical Plant.

Nominating

Linda reported that ballots are ready and will go out sometime during the first week of May.

Old Business

Recognition Award

We are waiting for approval from Pres. Hoops. Chris has developed a nomination form that we can place on the Staff Council website once it is approved. Angela has agreed to spread the work about the recognition award. It would be nice if we could include our new logo on the nomination form.

Adopt-A-Spot

Bea needs to work up the watering schedule and put it on the O:/ drive. It takes two people to water the space. Bea may go ahead and plant some bulbs. She is to pick an evening and email us so that we can help.

New Business

Ushers are needed for commencement. The shifts are 12:30-3:30 PM for shift 1 and 12:30-6:00 PM for shift 2. Shift 1 pays \$50 and shift 2 pays \$75. If you are interested, e-mail Suzanne Pressel.

HR has blue binders that we can use for replacements or for new Staff Council members.

Discussion/Announcements

We will have our last official meeting in June. This is the meeting that new members are invited to attend and certificates are distributed to the outgoing members.

Chris asked that the end-of-year reports be ready to hand in at the May meeting.

The next meeting will be Tuesday, May 29, 1:30 PM in UC 206.

Adjournment

A motion to adjourn the meeting at 2:45 PM was made by Yvonne and seconded by Tony.