



Approved Minutes  
October 31, 2006

Present: Karen Anderson, Jeri Broshears, Christine Crews, Deanna Engler, Yvonne Floyd, Chris Jines, Linda Lefler, Tony Morgan, Frank Nagy, David O'Grady, Bea Purcell, Sara Rhoades, Virginia Thomas, Angela Torres, Julie Weinzapfel

Guest: Donna Evinger

Call to Order

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

Approval of Minutes

Virginia approved and Christine seconded the minutes of September 29, 2006 as amended.

Committee Reports

Economic Benefits

Dave made the report on Deanna's behalf. The committee brought five proposals to the council to vote on. There was discussion as to which items were to appear in which order for the budget proposal. All were in favor of the following proposal:

- 1) Salary increase with a 3% base and 1% for merit
- 2) Shift differential for 3<sup>rd</sup> shift
- 3) Retirement benefits based on 60 days of "unused sick leave" instead of 45 days.
- 4) Staff Council picnic requesting 2% increase to HR's budget
- 5) Short-term disability

Dave requested that a compression study be done for support staff. Donna is to check into who was responsible for doing the study in the past.

Employee Relations

The Tailgate Party is this weekend. Please sign up if you can help out.

At the last committee meeting the ornaments for the Giving Tree were cut out. So far only three applications have been submitted. They are due this Friday.

Sara will wait until after the deadline to see if she needs to send an e-mail to the department heads asking for information on those that may be in need.

The committee will get together on Tuesday, November 7 from 1:30-3:00 in UC 214 to label and cut out more gift cards. Bea is going to bring old gift cards for us to use for gifts for the international students staying on campus during the winter break. All are welcome to come and help make ornaments. Please remember to bring your ink pen and scissors.

Family Day with the Eagles will be Sunday, December 17. More information will come at a later date.

### Nominating

There is nothing to report at this time.

### Old Business

Chris spoke with Debbie Clark about the Employee Ambassador Program. They are trying to revise the program. Debbie will work more closely with HR so that new employees do not fall through the cracks. Chris passed out a handout with information about the program. They are still working on something official. If you are interested in being an Employee Ambassador, contact Debbie Clark in the library. Donna suggested that Chris get Cindi Wahl involved in the program.

Discussion was held about developing a Staff Council logo. Rose Scruggs is okay with changing the logo on the webpage. Deanna said that she had mentioned the idea to a graphics student and the student was excited about the prospect of doing a design for a portfolio. Dave brought along some sample logos developed by Terri Alvey. Donna spoke to Sherrienne Standley about the idea, and we would need to coordinate the design with Michael Harbison. Sara, Dave, and Deanna are to work on some written guidelines for us to open a campus-wide request for logo submissions for the council to vote on.

Chris handed out information that she had gotten on the program that Northeastern Illinois uses for choosing an "Employee of the Month." The majority of the council decided that we should pursue this program. Angela and Karen will work with Chris on establishing guidelines for eligibility for the award. Once the council approves the guidelines that we would like to use, we will need to have it approved by Dr. Hoops before putting the award in place.

### New Business

Staff Council received a poor rating on our Adopt-a-Spot sponsored by Keep Evansville Beautiful. Apparently we have sunshine plants in a shady area.

Jean Kuebler with the food closet said that the closet is getting bare. They need paper and hygiene products as well as food. They currently have plenty of vegetables but are in need of other canned foods and non-perishable items. Chris suggested that we have tags on the Giving Trees for food closet items. It

was then suggested that we put the trees up early and do a Thanksgiving tree for those items that are needed. Sara is to e-mail the university community of our intent. Chris will let Sara know the items we need so that we can develop tags.

#### Discussion/Announcements

Deanna announced that the Safety Committee met at the beginning of October. She asked for feedback on the idea of reducing the number of crosswalks along the boulevard and installing a raised walk on those that remain. The members of the Staff Council felt that this would not be a feasible idea.

Frank asked for the guidelines on what employees need to do to become a Senior Maintenance Mechanic. Donna is to check into the guidelines for the process.

Julie asked about the enforcement of the non-smoking policy. Donna said that the smoking committee needs to reconvene on the matter. Jeri said that Dr. Parrent told Carmen Stoen that it is our duty, as employees of the university, to inform smokers of the policy and ask them to move away 30 feet from the building.

#### Adjournment

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