



Staff Council Meeting Minutes
August 16, 2016

Members Present: Terri Alvey, Mary Ann Bernard, Vince Frazier, Nita Musich, Tammy Oliver, Stephanie Russell, Travis Dickison, Jeff Smith, Nicholas Bebout, Denise Michael, Tina McCalment, Gloria Butz, Chris Hogue, Sherry Tynes, Heather Odom, Cindi Kueber

Members Absent: Cole Collier, Rebecca Lutton, Mary Scheller, Julie Whorl, Lisa Wulff

Alternates Absent:

Guests Present: Sarah Will, Andrew Lenhardt, Jean Kuebler

- I. Call to Order – Nita Musich opened the meeting at 2:00 p.m.
- II. Approval of Minutes – Nicholas Bebout motioned to accept minutes with no changes and Tami Oliver seconded. The minutes were approved.
- III. Committee Reports
 - A. Employee Relations – Terri Alvey discussed the theme for Archie’s Closet Food Drive. The theme this year is “The Hunger Games”. Terri gave the locations for the food drop boxes and the teams who have currently signed up for the food drive competition. Guest speaker, Jean Kuebler gave a brief presentation on the history and overall function of Archie’s Closet.
 - B. Economic Benefits – The committee has not met as of the present date. Nita Musich inquired if support staff service recognition gifts could be chosen out of a catalog similar to that of faculty service recognition gifts. Sarah Will is going to follow up on this.
 - C. Nominating – The committee has not met. Travis Dickison will be the chair of this committee.
 - D. Other University Committee Reports – President’s Meeting – Nita Musich reported that discussions took place regarding fee schedules for event rentals for employees. Employees will no longer receive the benefit of one free event rental a year.
- IV. Old Business
 - A. Support Staff Recognition Award – It was decided to keep the traveling trophy instead of a smaller eagle trophy that each Employee of the Year would keep permanently.
 - B. Fall Support Staff Meeting/Luncheon – It was noted that some that RSVP’d for the luncheon did not have nametags and that some very new employees did not get notified or have time to RSVP. An email will be going out shortly regarding USI spirit shirts for employees who did not receive a shirt due to proper sizing or absence. A brief discussion ensued about offering healthy non-carb options for the breakfast meeting.
- V. New Business
 - A. Staff Council Email Box – Nicholas Bebout suggested an email box for staff council to send and receive emails as a group. Nicholas will follow up with IT regarding the particulars, including permission to the “all employees” distribution list.
 - B. Committee Agendas – Nita Musich reminded all committee chairs to save agendas and minutes on the staff council drive.
- VI. Discussion/Announcements
 - A. Vince Frazier gave a reminder announcement regarding the Wellness Fair taking place September 28, 2016. There are still opportunities to volunteer to work this event.
 - B. Founder’s Day – Tuesday, September 15, 2015.
 - C. Next Staff Council General Meeting has been moved to Tuesday, September 20, 2016 at 2:00 p.m. in OC 2020.

There being no further business, the meeting was adjourned 2:54 p.m.

Respectfully Submitted,

Denise Michael – Secretary