



**Staff Council Meeting
Minutes
April 19, 2016
FA 164**

Members Present: Terri Alvey, Danielle Artis, Mary Ann Bernard, Gloria Butz, Cole Collier, Vince Frazier, Stephanie Hawes, Chris Hogue, Nita Musich, Tammy Oliver, Angie O’Nan, Stephanie Russell, Mary Scheller, Michelle Simmons, Kim Sullivan and Lisa Wulff.

Members Absent: Michele Duran, Erin Hollinger, Cindi Kueber and Kirsten Williams.

Guest Present: Donna Evinger and Sarah Will

- I. Call to Order – Nita Musich opened the meeting at 2:03 p.m.
- II. Approval of Minutes – Stephanie Hawes noted a correction from the previously dispersed minutes, Michele Duran had nominated Michelle Simmons for the vice chair position, not Angie O’Nan, as previously stated. Kim Sullivan motioned to accept the minutes with the edit. Stephanie Russell seconded. The minutes were approved.
- III. Committee Reports
 - A. Employee Relations – Per Stephanie Russell, the committee had not met. Tammy Oliver confirmed the Employee Picnic would be taking place on May 26.
 - B. Economic Benefits – Kim Sullivan reported Chris Hogue was working on a database for archiving budget request proposals. Donna Evinger reminded the committee Steve Bridges would like a copy of this year’s proposal. Nita detailed she had sent it to her electronically. Kim also shared they were working on a proposal for a safety glass allowance to the safety committee. She also reported Cole Collier was working on a textbook allowance in addition to the fee waiver for employees taking courses.
 - C. Nominating – Nita Musich reported of the 11 current members up for re-election, five had declined and six had accepted to run again. There are 13 open positions and she had received 10 nominations. She asked everyone to please nominate anyone who might be interested.
 - D. Other University Committee Reports – Nita reported for President’s Council. She shared that all departments would be asked, if they hadn’t been already, to answer questions pertaining to the strategic plan. She also mentioned the University is working with Academic Partnerships for an online program expansion. The first graduate degree offered will be the Masters in Business Administration, followed by Nursing RN-BSN and education.
- IV. Old Business – No report.
- V. New Business – No report.
- VI. Discussion/Announcements
 - A. Nita reminded the council, there are still several time slots open for volunteers for the employee picnic, please sign up whenever you are able to help.
 - B. Nita also shared the Staff Council Retreat will be held on Wednesday, July 20 from 9 a.m. to 4 p.m. The location is still to be determined due to summer class scheduling and ownership of rooms.
 - C. Kim Sullivan announced the Administrative Assistants and Associates coffee and donut get-together will be held in the Liberal Arts McCutchan Art Center/Pace Galleries from 7:30-8:30 a.m. on Wednesday, April 27, 2016 and all are welcome to attend. This date correlates with National Administrative Professionals Day.
 - D. Nita confirmed the next Staff Council General Meeting will be held on Tuesday, May 17, 2016 at 2 p.m. in UC 206 and vice chair, Angie O’Nan, will be chairing in her absence.
- VII. Adjournment – The meeting was adjourned at 2:20 p.m.

Respectfully Submitted,
Stephanie Hawes
Secretary