



**Staff Council Meeting Minutes
February 21, 2017**

Members Present: Heather Odom, Julie Whorl, Kathy Oeth, Rebecca Lutton, Denise Michael, Travis Dickison, Tammy Oliver, Lisa Wulff, Stephanie Russell, Cindi Kueber, Jeff Smith, Sherry Tynes, Shelby Jackson, Amy Doninger, Mary Scheller, Terri Alvey, Vince Frazier, Nita Musich, Nick Bebout, Tina McCalment

Members Absent: Cole Collier, Gloria Butz

Alternates Absent:

Guests Present:

- I. Call to Order – Nita Musich opened the meeting at 2 p.m.
- II. Approval of Minutes – Denise Michael moved to approve the minutes; Heather Odom seconded. The minutes were approved with corrections.
- III. Committee Reports
 - A. Employee Relations – Three possible dates were considered for the Employee Picnic; Thursday, May 25 was selected. The committee will verify that there are no conflicts with Dr. Bennett’s schedule.
 - B. Economic Benefits – The committee sent a request to prioritize items for this year’s budget request. Travis Dickison raised the possibility of a \$2.00 raise for all support staff and prepared a spreadsheet showing the budgetary effects it would have. Nita Musich will present our budget requests on Friday, March 24 between 9 a.m. and noon. The theme for this year’s budget is growth; we need to indicate how our requests provide growth in some area of the campus community. Vince Frazier asked that we watch for email asking for staff input on budget decisions.
 - C. Nominating – Travis Dickison reported that he is preparing to solicit nominations to Staff Council in April for the May election. The election period will be shortened from two weeks to one this year.
- IV. Other University Committee Reports
 - A. President’s Council – Nita Musich reported that there is not a lot of new money in the State budget under consideration. We will likely be asked to repurpose, reallocate or restructure to accommodate budget changes. Andrew Lenhardt relayed to the Council that we are evaluating consultants to conduct a support staff salary review. The Council was pleased that the University is looking into staff salaries. Richard Toeniskoetter reported that hacking is at an all-time high. Hackers are very clever and are sending emails that look authentic. He reinforced that we should be careful when clicking on a link. If you receive a suspicious email, send it to IT@usi.edu. Carol Schmitt suggested that Employee Ambassadors use a contact form instead of email for communication with new employees.
 - B. Administrative Senate – Travis Dickison reported that Administrative Senate is looking into conversion of sick time and vacation time to personal time. They are also considering creation of a grant for professional development that would include support staff. We currently have no process for professional development. They have also tabled their resolution in favor of the increased fee waiver because it focused on faculty. They want to be sure everyone shares in the benefit.
 - C. Faculty Senate – Faculty Senate is discussing a response to the Federal Government’s Executive Order banning travel from selected countries.
- V. Old Business – Nita Musich reported Economic Benefits and Staff Council officers are vetting three firms as possible consultants for the salary survey:
 1. Sibson Consulting, New York
 2. Lockton Companies, St. Louis
 3. Arthur J. Gallagher & Co., NashvilleA selection will be made in early March. The committee is pleased with the direction of the discussions.
- VI. New Business – Two issues were presented for consideration for the budget request:
 1. Why cousins are not included in the bereavement policy. This is an issue that had been considered previously without clarification.
 2. The wording in the unused sick day benefit which currently says that 50% of unused sick days up to 60 days will be paid out upon retirement rather than 100% of unused sick days up to 60 days will be paid out upon retirement.Both issues were referred to the Economic Benefits committee.
- VII. Discussion/Announcements
 - A Title IX handout prepared by Melanie Kendrick, Title IX Coordinator, was distributed.
 - Mary Scheller will send out the date of the Red Cross blood drive.
 - Next Staff Council General Meeting: Tuesday, March 21, 2017 at 2 p.m. in UC 227.

The meeting adjourned at 2:32 p.m.