



**Staff Council Meeting Minutes
May 16, 2017**

Members Present: Nita Musich, Vince Frazier, Travis Dickison, Tammy Oliver, Sherry Tynes, Lisa Wulff, Terri Alvey, Julie Whorl, Stephanie Russell, Mary Scheller, Nick Bebout, Cindi Kueber, Heather Odom, Tina McCalment

Members Absent: Cole Collier, Denise Michael, Kathy Oeth, Jeffrey Smith, Gloria Butz

Alternates Absent:

Guests: Kim Garey, Ingrid Lindy, Nancy Lumley

- I. Call to Order – Nita Musich opened the meeting at 2:02 p.m.
- II. Approval of Minutes – Vince Frazier moved to approve the minutes; Nick Bebout seconded. The minutes were approved as corrected.
- III. Committee Reports
 - A. Employee Relations – The ER committee hoped to have at least four teams to compete in the “Family Feud” game at the picnic, however twelve teams signed up. Everyone will play one round, they will know ahead of time when to be there. Winners of the first round will play in the quarter finals, winners of the quarter finals will play in the final round. Sherry Tynes has developed a bracket for the game play. The committee has reserved Carter Hall for all day Wednesday to practice. Terri Alvey reminded everyone to go to the Staff Council server and sign up to work at the picnic.
 - B. Economic Benefits – The committee met to go over the questions for the staff survey that Lockton will send out to support staff. The revised questions were sent back to Lockton to create the final survey. Updates on the Compensation Analysis project will be posted to the HR webpage and the USI Today newsletter.
 - C. Nominating – Travis Dickison reported Rebecca Lutton has accepted an Administrative Staff position and has resigned from Staff Council. Shelby Jackson will serve the remainder of Rebecca’s term, ending in 2018.
- IV. Other University Committee Reports
 - A. President’s Council – Nita Musich reported that President’s Council is focused on the Strategic Plan and the Vice Presidents are fine-tuning initiatives.
 - B. Administrative Senate – There was nothing to report from Administrative Senate.
 - C. Faculty Senate – There was nothing to report from Faculty Senate.
- V. Old Business – There was a question at the last meeting about why the University Meeting is called the University Meeting when staff are not included. Nita is looking into finding an answer and has determined that the meeting name varies by department. It appears that the title of University Meeting originated in the Provost’s office. She will continue to investigate.
- VI. New Business – Kim Garey, Senior Human Resources Assistant, presented information to the council on three topics: the selection of Service Awards, the menu for the Fall general meeting and the menu for the recognition luncheon. She indicated that HR will be updating the gifts awarded for employee service so that they mirror the selection of gifts for Administrative staff. She presented a slide show with the various items available. Staff will have the opportunity to vote on items for each category through an email survey. There was a discussion of the menu for the fall meeting; there have been requests for a greater variety of items such as yogurt parfaits, mini-quiche and fruit in addition to the traditional donuts. Suggestions for menu changes can be given to Kim or Nita. Staff voted on the menu selection for the Recognition luncheon. The menu will be Chicken Melanese, strawberry fields salad, mashed potatoes and grilled vegetables. Dessert will be cheesecake and lemon chiffon cake.

Travis introduced an amendment to the by-laws to clarify that alternates are non-voting members of the Staff Council and will be ranked in order by the number of votes they receive. A motion was made and seconded to approve the amendment as presented. The motion carried.

Travis announced that following new members were elected to Staff Council: David Huebner, Danielle Artis, Melissa Burch, William Poole. The following members will be returning for a second term: Amy Doninger, Tina McCalment, Sherry Tynes. Alternates are Jamie Little, Samantha Hadley, Catherine Vaughan, Sherry Dockery, Janet Ruddell.

Ingrid Lindy and Nancy Lumley addressed the council on coming changes in payroll. Beginning October 1, 2017 the University will no longer issue paper payroll checks. Employees will have the option of direct deposit or a paycard issued by Old National Bank. Emails will be sent to employees still receiving paper checks to make them aware of the change. They also clarified that anyone can choose to have funds deposited to the card even if they have direct deposit, i.e.: for vacation or Christmas savings. The card will work like a debit card and there will be no fees charged. If staff have questions about the change they can contact Nancy or Ingrid.

- VII. Discussion/Announcements – Mary reminded us that Staff Council is sponsoring a blood drive on Tuesday June 27 in Carter Hall. Staff are asked to sign up to help with registration or refreshments. Nick will modify the sign-up sheet to differentiate between the two choices.

The Staff Council retreat will take place on July 19. Nita will send out an email with lunch choices. Suggestions for speakers can also be emailed to Nita. We will discuss both at the next meeting.

Requests for nominations for the Support Staff Performance Award will also be sent out next week. Nominations can be made through June 9. We will vote at the next meeting.

Next Staff Council General Meeting: June 20, 2017 in UC 2217-18.

The meeting was adjourned at 3:17 p.m.