



**Staff Council Meeting Minutes
January 16, 2018, UC 2218**

Members Present: Sherry Dockery, Melissa Burch, Will Pool, Travis Dickison, Tammy Oliver, Vince Frazier, David Huebner, Julie Whorl, Stephanie Russell, Catherine Vaughan, Jamie Little, Samantha Hadley, Kathy Oeth, Janet Ruddell, Nita Musich, Cole Collier, Gloria Butz, Tina McCalment, Sherry Tynes, Nicholas Bebout, Amy Doninger. **Members Absent:** Shelby Jackson, Heather Odom, Danielle Artis

- I. Call to Order – Travis Dickison called meeting to order at 2:00 pm.
- II. Approval of December 17, 2017 minutes – Nick Bebout made motion to approve, and Vince Frazier seconded motion. Minutes approved by council.
- III. Officer Reports – Travis: Jeff Smith was removed from Staff Council due to lack of attendance. Travis will be absent from February meeting, and Will Pool will preside in his absence.
- IV. Committee Reports:
 - Compensation Study Steering Committee – The University has scheduled two town hall meetings to present the Lockton study's results along with the university's next steps on January 31. Lockton is also coming tomorrow to campus to discuss the town hall presentations.
 - Employee Relations –
 - Upcoming events include Student Worker Appreciation Week (February 12-16), Employee Appreciation Week (February 26-March 2), and the annual Employee Picnic (date TBD). The Staff Council website will include ideas on ways to thank our student workers as well as fillable PDF templates for employee appreciation certificates that can be printed and given to coworkers. The committee has started work on Employee Picnic planning, and at their next meeting will determine the theme, menu, and date of event. Anyone with ideas for a picnic theme are encouraged to contact an ER committee member. ER is also considering recognizing and honoring Dr. Bennett at the picnic. Nick has offered to draft a resolution to honor Dr. Bennett on behalf of Staff Council.
 - Catherine Vaughan introduced an idea for the university to offer mindfulness training to as a benefit to USI employees. After some discussion, it was determined that to pursue this idea Catherine should contact Amy Miller in HR. David Huebner was interested in the idea as well and offered support in the exploration of this possibility.
 - Economic Benefits – Facility Operations and Planning has revised its attendance policy to include a system to track absences and tardiness. There is employee concern that the university could implement this policy campus-wide. Stephanie Russell briefly explained the new policy and she will provide Travis and Will a copy of the policy to review.
 - Subcommittees/University committees:
 - Bylaws – no meeting, nothing to report

-Nominating committee: Nick reported that Samantha Hadley is now a full member of Staff Council with her term ending at the end of the 17-18 year.

- President's Council/Board of Trustees: nothing to report

- V. Unfinished Business – Travis believes it is an appropriate time to submit the 3% pay increase request to the budget committee and noted that this will keep us in line with Faculty and Administrative Senate salary increase requests. Committee agreed with this, so salary proposal will be submitted.
- VI. New Business – none
- VII. Announcements – none
- VIII. Adjournment – Meeting adjourned at 2:47 pm.
- IX. Next meeting: Tuesday, February 20 at 2 pm, UCE 2218

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