



Staff Council Meeting Minutes
June 19, 2018 – UC 2218

Members present: Catherine Vaughan, Melissa Burch, Michelle Herrmann, Bryce Anker, Terri Alvey, Julie Whorl, Lisa Wulff, Susan Clouse, Michelle Hahn, Shelby Jackson, David Huebner, Stephanie Fifer, Heather Odom, Gloria Butz, Travis Dickison, Will Pool, Jamie Little, Sherry Dockery, Amy Doninger.

Absent: Janet Ruddell, Cole Collier, Sherry Tynes, Stephanie Russell, Tina McCalment. **Guest:** Melody Lemberg.

- I. Call to Order: Meeting called to order at 2:01 by Travis Dickison.
- II. Approval of May 15 minutes – Shelby Jackson made a motion to approve the minutes, 2nd by Jamie Little. Minutes approved by consensus of council.
- III. Officer Reports:
 - Travis reported that new chair will add new members to the shared drive and take care of email access for those needing access.
 - Travis presented to Dr. Rochon our request for increased support staff representation on university committees. Provost Search committee will soon be forming – if you would like to recommend someone for this committee let Travis know.
 - Dr. Rochon is interested in changing current Support Staff Performance Awards, possibly creating categories for multiple awards. Any thoughts or ideas on this should go to Travis.
 - Blood Drive is June 26. Spread the word and volunteer to help.
- IV. Committee Reports:
 - Executive Committee – Year-end report will be ready soon.
 - Employee Relations – Shelby and Heather shared thoughts from ER's last meeting regarding restructuring the ER committee and creating multiple committees. Rather than having one committee to oversee every SC event, Giving Tree and Employee Picnic would each have their own committee to coordinate its event. ER would exist to handle smaller events including Employee Appreciation Week, Student Worker Week, and Pumpkin Decorating Contest. Archie's Closet would be given back to the Dean of Students office (Archie is a line item for DOS), ideally with a university committee created to support it. Economic Benefits committee would continue. These changes would require less of a time commitment for committee members and would allow for events geared towards university employees to receive more focus. To implement these changes, the SC bylaws would need to be changed. If anyone has comments or questions about proposed changes, direct them to Travis, Heather Odom, or next year's chair.

- Economic Benefits – David discussed EB’s updates on Lockton study – Human Resources is forming a committee to examine the evaluation process used to determine merit increases. Training of evaluators and the annual review of job descriptions will require a formal process to be developed. Steve Bridges will be at our SC retreat in July, so this will be a good time to discuss the various next steps in this process, such as bringing

salaries to market midpoint. David also reported there is no new information on the new hire/90-day pay increase issue. Steve Bridges has been given the 30-minute lunch proposal – this will be an item of discussion at our retreat.

- Employee Ambassadors – Travis will speak with Natalie Rascher, HR Business partner, to see where she is on development of a new program.
- President’s Council – Council had final meeting with Dr. Bennett. Dr. Rochon will continue the council.

V. Unfinished Business – Discussion of breakfast for retreat – sign-up sheet for food was circulated to the council.

VI. New Business:

- Members leaving the council were recognized and presented with a certificate.
- Melody Lemberg was presented as a candidate for Alternate Representative (3rd). Council unanimously approved her appointment.
- Support Staff Performance Award – after reading nomination letters, council voted by secret ballot for award recipient.
- Election of 2018-19 chair – Heather Odom and Will Pool were nominated as candidates for chair. After a tie vote 7-7, council decided to allow absent members to vote to break the tie. Absent members will be contacted by Travis via email with statements by both candidates and will reply with their vote.

VII. Announcements – none.

VIII. Adjournment – meeting adjourned at 3:14 pm. Next meeting: July 17 at 8:45 am in HP 1006.