



Staff Council Meeting Minutes

May 21, 2019, 2:00 pm

UC 2218

Members present: Melissa Burch, Will Pool, Heather Odom, Michelle Hahn, Jeri Broshears, Michelle Herrmann, Jamie Little, Amanda Mitchell, Travis Dickson, Bryce Anker, Tina McCalment, Ziporah Rascoe, Terri Alvey, Sherry Tynes, Amy Doninger. **Members absent:** Sherry Dockery, Stephanie Fifer, David Huebner, Melody Lemberg, Kathy Oeth, Lisa Wulff

- I. Call to Order – meeting called to order at 2:02 by Will Pool.
- II. Guest Speaker, Steve Bridges:
 - A. Budget requests vs. what was actually appropriated by the state: Performance fund appropriation was below requested amount at \$975,556 for year one and \$705,585 for year two.
 - B. CAP dual credit – state funding per student decreasing from \$50 to \$40.
 - C. State tuition increase recommendation is a max of 1.65%. We are down 4000 credit hours from FA18, which translates to roughly \$1 million in revenue. CAP classes play a part in the credit hour decrease as many freshman level core courses are satisfied by high school CAP classes.
 - D. Tuition hearing will be in June – must be held 30 days prior to enactment of new budget.
 - E. Next steps for Lockton – no timeline for next steps as current priority lies in developing plan to recover \$\$\$ from loss in credit hours.
 - F. Construction Projects: - Aquatic Center, tennis court improvements, Rice Library windows, and Phase 2 of PAC are in the works. Construction of new student housing being considered as a future project.
- III. Approval of Minutes – Ziporah Rascoe made motion to approve minutes with correction made in labeling of employee evaluation survey, Michelle Herrmann seconded. Minutes approved by consensus of council.
- IV. Officer reports – Will Pool offered his resignation from Staff Council as of July 1 as he will be transitioning into the administrative position of Assistant Registrar.
- V. Committee Reports –
 - A. Employee Relations – Picnic game MC will be WEHT’s Ron Rhoades. Seven teams are signed up to play. ER committee tested the game in last meeting. Volunteer sheet on SC drive has plenty of sign-ups for stations. Everyone should wear USI spirit wear to picnic and Will will look for Staff Council buttons for members to wear.
 - B. Economic Benefits – Committee discussed leveling guides and evaluation process at last meeting – refer to minutes for more information. Also, committee discussed what benefits to focus on in the future.
 - C. Nominating – Michelle Herrmann reported that 17 employees were nominated for 2019-2020 Staff Council with 5 declining and 2 not responding, leaving 10 candidates. All 10 were elected to council. We still need 2 more full members and 3 alternates. Michelle will contact new members and include information on upcoming retreat.
 - D. Pres. Council – Board of Trustees – no meeting held, nothing to report.



VI. Unfinished business – none

VII. New Business –

- A. Staff Council Retreat 2019-2020 – Will proposes that we shorten the retreat to a half day with a potluck breakfast at 8:30 and ending the day with a McAlister's lunch. Primary focus of retreat will center on future goals of the council. July 10 was selected as date for retreat. Amy Doninger will reserve a room in the HP building for the event. Concern over ability to order catering other than Sodexo was expressed as Special Events/Sodexo seems to be requiring that Sodexo be used for catering for all university meetings. Amy will check on this when reserving the room with Special Events.
- B. New chairperson for Staff Council – normally elected in June, but in light of Will's resignation he would like to handle this as soon as possible. Send nominations to Will and a Qualtrics form will be created for voting. 1-2 paragraph statement should be submitted by those running. Other officer positions will be elected at retreat.
- C. Employee Recognition Award – nominations can be submitted from next week to mid-June. Will will work on this. We will vote on them at our next meeting.
- D. Fall 2019 University Meeting – August 13 for all employees, to be held in the arena. The day will begin with coffee and pastries followed by meeting from 9 – 11 am, then lunch for all in Carter Hall. Dr. Khayum would like nominations of support staff members as well as administrative and faculty who embody recruitment/retention ideal to be voted on. One person from each classification will be selected and announced at fall meeting.

VIII. Adjournment at 3:16 pm.

NEXT MEETING IS JUNE 18, 2 pm in UC2218.