



Approved Minutes

Meeting Date: January 8, 2015

Presiding Officer: Scot Fiedler

Welcome new employees in attendance today!

Actions of Meeting

Roll Call

- Roll call was conducted using sign-in sheets
- Members in Attendance: Scott Fiedler; Christina Bowles; Rob Moore; Ryan Wilson; Kelly Bridges; Sharon Lopinot; Janelle Melton; Charles Schoneboom; Addie Douglas; Karen Willde; Ian Alaimo; Brian Edmond; Tara Benson; Brenda Stewart; Paul Essel; Sandra Johnson; Allison Overmyer.
- Proxy Members in Attendance: None
- Members Absent (Excused): Peng Zhang; Catherine Beck; Gary Stafford; Kami Gollhofer.
- Members Absent (Unexcused): Andrew Garton; Yvette Medley; David Falls.
- Guests in Attendance: Ryan Reed; Lynette Walker; Jordan Schanda; Mandi Muse; Traci Brown.

Call to Order

- Staff Senate had quorum
- Meeting called to order at 11:11 AM by Chair, Scott

Approval of Agenda

- Agenda was emailed prior to meeting
- Motion to approve agenda with no changes by Charles
- Second by Janelle
- Agenda approved unanimously

Approval of Minutes

- Motion to approve minutes with changes by Allison
 - Ryan Reed and Ian Alaimo in attendance 12/4/2014
- Second by Janelle
- Minutes approved unanimously

Chair Report

- Staff Senate photo prior to meeting
- Changes in Committee Structure
 - Bylaws to ad hoc
 - Staff Relations – Will seek activities budget from President Smart
- Staff Senate Polo Shirts – Order sent and Scott will send out emails to those who ordered
- Guest for Next Meeting
 - HLC Update
 - Design and Construction

- Executive Budget Committee
 - No Report
- Master Planning Committee
 - No Report
- Board of Governors Meeting
 - No Report

Chair Elect Report

- Handbook Evaluation Committee
 - Meeting January 28th
- Promotional items – notepads
 - Flash drive pricing will continue

Past Chair Report

- No Report

Secretary/Treasurer Report

- Operating budget (A account)
 - FY 15 Balance is \$1,348.56
- B account – Balance is \$2,174.86
 - Pending Denim Days donation of \$1,928.94
 - Petty cash on hand is \$125
- Scholarship Account – Balance as of last month \$5,513

Director of Staff Relations Report

- Brian Edmonds – Staff Salary Incentive Program
 - Meetings moved to Hill Hall
- Committee Reports
 - Bylaws – No report
 - Denim Days Committee – No report
 - Public Affairs Committee –
 - Isabel House – We raised ~\$3,100 worth of donations in toys and ~\$125 of misc. toiletries.
 - Public Relations Committee – No report
 - Scholarship Committee – No Report
 - Staff Activities – No report
 - Staff Excellence in University Service Awards – No Report
 - Administrative Professional Forum Committee –
 - Next forum about marketing and communication will be February 10th
 - Public Arts Committee – No report
 - My Ideas Committee – No Report
 - Faculty Senate – No report
 - Sustainability Committee – No report
 - Admin Budget Committee – No report

Old Business

- Staff Satisfaction Survey
 - No report; still pursuing
- Sit/Stand Work Stations

- Continuing work with Taylor to send out survey to staff sometime in Jan.

New Business

- Parking Request – Open parking during periods university is closed
 - Kelly, Brenda, and Addie will write proposal and submit to Exec Board.

Announcements

- None

Adjournment

- Motion to adjourn by Brian
- Second by Paul
- Unanimously Passed
- Meeting was adjourned at 11:58 PM by Chair, Scott Fiedler