* Call to order-Christina Bowles 11:05
* Roll call
* Excused—Tara Benson; Brenda Stewart; Scott Fiedler
* Sing in using sheets
* New employees gifts-Rock Norad
* Approval of agenda
  + Motion—Sharon;
  + Second--Yvette
  + Unanimous vote
* Minutes
  + Motion -Brian
  + Second-Andrew
  + Unanimous
* Guest Speaker – Dee Sisco
* Committee Sign-up
* Chair report
  + Attendance Policy—let me or Scott know if will not attend; try to send a proxy
  + EBC – no report
  + Master planning – no report
  + BoG –
* Chair elect:
  + Staff Handbook Committee—Cover ch 2 at next meeting; next Friday
    - Contact Christina with any questions or suggestions
  + Common Reader
    - No blog post this month
    - Common readers are available for pickup still
    - Thank you card for President’s office for providing books for us.
* Past-chair–
  + Will begin attending faculty senate meetings
  + Staff incentive program will begin meeting.
* Sec/Tres:
* Director of Staff Relations
  + Committee signup sheets
  + Need to be sure to contact Ryan with Chair reports
  + Committee Reports
    - Bylaws-no
    - Denim-In October so we will have a meeting soon
    - Public affairs- met Aug 29th
      * Convoy of Hope – 9/23 6:30-8:30. Sign-up soon. Email Christina if you’re not sure but interested.
      * Adopt-a-Street – In October. Date TBA
      * Meal-a-Million—in November; 20 slots reserved so sign-up soon. November 14 4-6pm (Friday).
    - Public Relations—
      * Video voice-over has been recorded.
      * Editing it now and will be done in the next few months
    - Scholarship – Need to fill Chari Position
      * Balance—5733,58
        + Including $1000
        + Elizabeth Burton (freshman of employment staff)—May not be attending
        + Darren Willis? (College of Arts and Letters Finance Officer)
        + Raised $80
    - Staff activities – Meeting this month and planning activity for October
    - Excellence award – October; email will start going out.
    - Admin prof –
      * July Forum—student workers; Very successful forum.
      * Planning Fall Forum—October 22; computer services forum; Matthew Stubblefield 11:30-1:30 in PSU
      * Early Spring Forum—Marketing and Publications; Probably in Feb
    - Fac senate – no
    - Ideas – Met last Friday; 5 ideas submitted and there will be follow-up on 3
    - Public arts – Have not met but did send around pics of bronze bear statue concept for front of Football Field.
    - Sustainability Comission– no
    - Wyrick – no
    - Shared Leave Committee – Has not met
      * One additional committee member needed
* Old business
  + Shared Leave Committee
* New Business
  + Sheila Bowen will speak with us about health issues coming up.
  + Laura Hobbs or Marian Wood – Shoe Drive in October (Stomp-Out Hunger)
* Announcement
  + Need Representatives for other groups on campus
  + Not all staff are getting word of the Admin Prof Forums—Is there a better way to advertise it?
    - We put it on the master calendar; on Staff Senate Website; email out flyer
    - Can email to me for monthly announcement correspondence
  + Summer leave days—were re-classified due to disproportionate approval and denial across departments. Now are included with university-wide given days.
* Common Reader Discussion
  + On Campus in October
* Adjournment
  + Motion--Sharon
  + Second--Allison
  + Unanimously passed.