

## **Staff Council Meeting**

### **Wednesday, October 3, 2012**

#### **In Attendance:**

Shelly Merrick, Chair (President's Office/Academic Affairs) – First Term  
Tracy Gregory (Business & Finance) – Second Term  
Robby Dittmann (President's Office/Academic Affairs) – First Term  
Carly Hallman (Advancement ) – Second Term  
Jennifer Incorvaia (President's Office/Academic Affairs), Treasurer – Second Term

#### **Not In Attendance**

Joe Peny (Business & Finance) – First Term  
Jessica Weaver (Business & Finance), Vice President – Second Term

#### **Also in Attendance**

Dr. Linda Bleicken, University President  
Susan Hacker, Office of the President  
Willette Stevens, Human Resources

Shelley called the meeting to order at 8:35 AM

Robby Bittman motioned to approve amended September meeting minutes.  
Tracy Gregory seconded the motion.  
September minutes were unanimously approved with corrections.

## **Committee Reports**

**Staff Development-** Tracy announced forward motion on Lunch n' Learn development (such as topics and finding speakers). She is currently in the process of looking for more speakers. First lunch and learn is tentatively scheduled for early Fall. Robby and Tracy reported a great response from the Lunch n' Learn topic survey. There was also discussion about Lunch n' Learns being "on the clock" or "off the clock."

**Outreach & Special Events-** Lt. Peny and Carly have tried to meet a number of times but have not yet been able to connect. Moving forward, Carly will meet with Kwame to discuss this year's Toys for Tots initiative and Staff Council's involvement. Also, discussion of repeating Holiday Potluck and Donation drive this year will occur soon,

as well as discussion of the Pens and Paper for Peace being the Spring Initiative.

**Fundraising-** Poster was created asking for donations for the Textbook Scholarship and letting people how where/how they can donate. Plenty of books have already been dropped off for donation. Also, Jennifer announced the problem of the delay of reimbursement checks to scholarship recipients. Jennifer has talked to Rick Matthews and was reassured that reimbursement will be happening soon. She will follow up with him again.

**Communications-** Poster promoting Textbook Scholarship poster was created and emailed. More emails will go out in the following weeks to ask for more book donations.

**Elections-** Shelly brought up the Election email that went around and asked for feedback. Everyone was fine with what Jessica Weaver sent.

## **Old Business**

**Employee Hardship Fund-** Lee Davis is working on something. We should have notification and progress by the next meeting.

**Proposed Amendments to the Staff Council Bylaws-** Robby asked about a change from 1st draft to the 2nd draft- renaming vs rebranding. There was an open discussion about the history and usage of the introduction of "Staff Council" as a nickname/branding. Dr. Bleicken would like us to circle back and look into why "Advisory" was initially in the name. Carly suggested going back through old notes and minutes to see what happened last year. Shelly is to meet with Rebecca to discuss farther, and then bring suggestion and findings back to the council.

**Staff Attendance at Campus Meetings-** Shelly reported that at other schools, offices do not close for staff meetings and attendance is not required.

**Staff Website-** Shelly needs update on which staff members are on which committee.

**Makin' Maroon Green-** Shelly announced two projects coming up for Treasure Savannah: Lights Out and Full Campus Survey on Recycling Bins in Buildings. Dr. Bleicken commends the difference Staff Council has made throughout this process.

**Fall Staff Assembly (Oct 24, 2012)-** Shelly passed out an Assembly Agenda DRAFT. Shelly stressed her opinion regarding keeping this assembly fun and informative.... encourage volunteerism and promote initiatives. Shelly and Carly discussed not having an official, robust PPT presentation and instead having a picture slideshow and then just one slide during the presentation. Shelly asked for feedback from the council.

## **New Business**

**Treasury Report-** Jennifer announced that there seems to be some lag on reimbursement for the textbook scholarship fund, so the account has not changed.

**Pens & Paper for Peace-** Shelly and Carly to meet to continue conversation from 2 council meetings ago regarding this initiative. We will aim for Spring to a donation drive.

### **Announcements**

Next Meeting is Nov 7th- 8:30-9:30am in Burnett Hall. In December, we will have a different meeting location.

Meeting is adjourned at 9:32am.