

**Idaho State University
Staff Council Meeting
November 15, 2011
1:37 pm – 2:57 pm
Faculty Senate Conference Room, 301 Rendezvous
Minutes**

Present: Ali Crane, Amy Goodman, Marjanna Hulet, Rose Jones, Bill MacLachlan, Melisa Moon Giannini, Jean Swassing, Joann Trimmer, Karen Tolman, Kasi Beorchia , Mike Brien, Byron Miles, Matthew Burch, Patty Tryon, Connie Gomez, Rick Pongratz, Boyce Telford

Excused: Heidi Oliver, Weston Whitworth

Call to Order

Ali called the meeting to order at 1:37 pm.

Welcome of New Member

Patty Tryon - Meridian

Read and approve minutes from 10/18/11

Minutes were approved with actual wording of smoke-free resolution to be added.

Treasurer Report – Byron Miles

We have \$15,850.60 right now including carryover funds. Are we still getting the full amount that we used to have when the groups were separate? Yes - \$3,295 (CEC)+ \$3,295 (COPE) = \$6,590 + carryover

Committee Reports

Internal Committees:

Communiversy Committee – Melisa Moon Giannini

Nothing at this time

Election Committee – Connie Gomez

Nothing at this time

Employee Recognition Committee – Heidi Oliver

Heidi is not here to report. Ali met with Mr. Fletcher and he gave his blessing for this year's event and actually asked us to go a little further than last year.

Meet and Greet Committee – Heidi Oliver

Heidi is not here to report

Professional Development Committee – Jean Swassing

Will send announcement in December for January deadline. Rick and Weston are on the committee

Retiree Recognition Committee – Byron Miles

Nothing at this time

Bylaws Committee – Ali Crane

Need a section dealing with finances.

External Committees:

Parking Advisory Board – Melisa Moon Giannini

Did not meet. Will meet in December

Parking Appeals – Matt Burch

Appeals are going nicely. Stories are fun.

President’s Cabinet – Ali Crane

United Way Campaign is in progress. State Board Meeting talked about performance measures – retention rates, graduation rates, comparing with peer institutions, penalties if not meeting standards. We have an all-time high of international students -490. Special Budget Council – equal representation. Reporting of abuse in light of the Penn State stuff. Need to report to police. Policy on policy development comment period ended yesterday. Faculty/Staff Handbook (now called Policies and Procedures) has Staff Council information, but it is incorrect. Still has CEC and COPE. We need to get it updated it. Governance – faculty is voting tomorrow on their constitution.

Safety Committee – Rick Pongratz

Trying to coordinate lab protocols – right now some students get a lot of training and some only get a little – ADA issues in the next meeting. Crosswalks – there is a ramp on one side but not on the other. Concern about pedestrian traffic on campus - not paying attention – Rick will take it back to the committee.

Signage Committee – Bill MacLaughlin

Did not meet. Dedication on Veteran’s Day.

Sustainability Committee – Bill MacLaughlin

Nothing at this time.

University Library Committee – Marjanna Hulet

Re-allocate funds – Some colleges and departments are paying for their own stuff and some are not – distribute funds between research and academics – prices go up but budget doesn’t

Campus Recreation Advisory Board – Melisa Moon Giannini

Bill was asked to convene this committee tomorrow at 3:30.

Old Business

Scholarship Campaign – Melisa Moon Giannini

Pledge card is ready to go. Emailed to committee and executive committee. We already voted on it so Melisa just needs to do a final check before it goes out. Email it to everyone. Hard copy to 479 non-classified employees. Kasi can get quotes from recipients to go with it. Cover letter explaining . Recipient list. Photos from the powerpoint. X number of students got X amount of dollars. It will probably cost about \$300 for printing. She will get them out asap.

New Business

Professional Development Scholarship Presentation

Susan MaComb, Academic Advisor, Idaho Falls Student Services – attended October 2-5, NACADA Conference – National Advising Association - 3,000 people attended– 2 Pre-conference workshops on Sunday – one was about career and advising merging trend – the other was about using technology to help with advising - Monday and Tuesday attended 12 break out sessions regarding advising – It really helped her and gave her lots of ideas to try to improve her job.

Vote for Service/Maintenance representative

Sarah Hook, Landscape Technician was nominated. It was voted on by the executive committee but we need to have the whole council vote. The council voted to appoint her.

Staff Council vests

Purchased through Staff Council and we will keep them. Ali sent around an order sheet for sizes.

Comprehensive Information Technology Assessment Meeting – December 7th 9:00 am

Auditors are coming. They are looking for different viewpoints on technology. We need to go if we are able to attend.

Announcements

Holiday Open House – Monday, December 5th 3-6 pm.

Need ideas: ISU clothing for men & women (professional dress) – Not a lot for women – some ideas we came up with in Executive committee - scarves, blazers,

Facebook: If you don't already like us - please do

Adjourn

Motion to adjourn made and seconded. Motion passed. Meeting adjourned at 2:57 pm. The next Staff Council Meeting will be December 20, 2011 in Faculty Senate Conference Room 1:30 pm – 3.30 pm.

Respectfully Submitted,
Amy C. Goodman