

**Idaho State University
Staff Council Meeting
January 19, 2016
Faculty Senate Conference Room, 301 Rendezvous
Minutes**

Present: Allyson Johnson, Barry Hulet, Ben Mills, Brian Atkinson, Brian Kraft, Chelsie Rauh, Craig Joseph, Debra Combs, Doug Milder, Emily Frandsen, Eric Mickelsen, James Yizar, Julie VanLeuven, Kim Wright, Laura Call, Mary Kratz, Mia Benkenstein, Michelle Campbell, Michelle Munoz, Peggy Larsen, Ryan Faulkner, Sharra Nelson, Stefanie Shadduck, Syd Sharp

Excused: Brad Broschinsky, Connie Tillotson,

Absent: Natalie McHugh, Jeanette Rose

Call to Order

Sharra Nelson called the meeting to order at 1:32pm

Minutes:

Minutes from the December 15, 2015 meeting were approved.

Treasurer Report

The current balance is \$13,548.12. Two scholarships (Jaime Howerton and Jennifer Parrott) are pending for a total of \$700.

New Business:

Sharra was contacted by someone from the ISU Rugby team asking if Staff Council would help with a project they are working on called Backpack Buddies. Backpack Buddies is a program that provides food for the weekend, during the school year, to low-income children. Sharra invited them to a meeting to explain how they would like our help but has not heard back. Sharra will try to attend one of their meetings.

Internal Committees

Bylaws – James Yizar

Nothing to Report

Events – Mary Kratz & Laura Call

Eighteen staff have said they will attend the basketball game and will bring 22 additional people. The t-shirts will cost \$6 each and each staff member will receive one for free. Each additional will pay the cost of the t-shirt. We have received one design submission for the t-shirt design contest.

James researched information to put together an event for Meridian staff. The ISU women's softball tournament is March 11th and 12th in Boise. Tickets are \$6 each, he thought food would cost approximately \$6 each. If we estimate 25 staff attend the total cost would be \$300. Stefanie will send an email to Meridian staff to find out if there is an interest in attending the game or if staff have suggestions for an event.

Election – Syd Sharp

Syd will be meeting with HR. Elections will be held the first week in April.

Employee Recognition – James Yizar, Brian Atkinson, Bradley Broschinsky

James said a meeting will be held after the staff council meeting to discuss the details of the event. If anyone is interested in helping, he asked them to stay after the meeting. He said Katie in HR is putting a

list together of those who will get years of service awards. James will look into the menu. Syd said HR will pay for the first \$10,000 and staff council will have to cover the remaining cost. The dates have been set for March 29th – Idaho Falls, March 30th – Pocatello, and April 1st – Meridian.

Executive – Sharra Nelson

Nothing to report

Marketing – Stefanie Shaddock, Mia Benkenstein

Everything was covered with the Events committee.

Professional Development – Eric Mickelsen

The application deadline is February 1st. No applications have been received. Mia asked if there is a way to change the deadline so that awards can be made earlier. This would help some departments plan their budgets better. Syd explained the problem with this is approving the awards too soon before the expenses are used, keeps the award in a pending status. The committee will meet to discuss the deadline to see if a change is necessary.

Retiree Recognition – Connie Tillotson

HR has changed their policy regarding retired employees. They will no longer provide home addresses. They will still provide a list of employees that have retired. Connie can bring them the envelopes pre-sealed and they will address and mail them.

Scholarship – Julie VanLueven

Julie received updated information for the website.

External Committees

Campus Beautification – Emily Frandsen

A meeting will be held during the first part of February.

Campus Recreation Advisory Board – Craig Joseph

Craig has not heard from Bill.

Diversity – Ryan Faulkner

Nothing to Report

Parking Advisory Board – Doug Milder

Nothing to Report

Parking Appeals – Brian Kraft & Debra Combs

Debra said they took a couple of weeks off from looking at appeals. They had about 45 appeals and looked at about 25. Most appeals are being denied. The committee is meeting every Thursday for about three hours.

President's Cabinet – Sharra Nelson

Tuition freezes were discussed. This would freeze tuition for incoming freshman for four years. The governor proposed a 3% CEC. JFAC has not met so this has not been discussed. Spring enrollment numbers are down. Fall enrollment numbers are up by an estimated 6%.

Safety – Natalie McHugh

Not present

Special Budget Council – Sharra Nelson & Syd Sharp

Professional fees are being charged in one place instead of two like previous years. This is causing some of the fees, like Dental Hygiene to show an increase in fees of 192% when in fact the fees have only gone up maybe 2%. The shift in reporting fees will only affect some fees, not tuition.

Sustainability – Ben Mills

Nothing to Report

University Library – Peggy Larsen

Nothing to Report

Old Business:**Vest for new members**

Sharra will meet with Connie when she gets back next week and get the vests ordered.

Storage

Sharra talked with Lowell and he said he had a spot but would send her an email with details. As of this meeting she has not received it.

Announcements

Craig asked if staff council would like an explanation of enrollment management. It was agreed that staff council would like more information.

Allyson reminded everyone about Celebrate Idaho State. It will be held on February 10th from 4:00pm – 7:00pm in the Student Union Building. There will be free food, and activities for kids including a bounce house. Allyson said volunteers will be needed to serve food. Shifts will be 30 minutes. Those who attend will receive a free basketball ticket for the February 11th game.

Chelsie asked if there was interest for Staff Council to participate in the softball team's trivia night fundraiser. Tables cost \$150 with a maximum of 6 people per table. The event will be held February 5th. Chelsie will send out more information.

Adjourn

Motion to adjourn made and seconded. Motion passed. Meeting adjourned at 2:34 pm. The next Staff Council meeting will be February 16, 2016 in Faculty Senate Conference Room from 1:30 pm – 3:30 pm.

Respectfully Submitted,
Stefanie Shadduck