**Staff Council Meeting Minutes**

1:30 p.m. – 3:30 p.m., Tuesday May 15, 2018

**Members Present:**  Amy Anderson (IF), Mia Benkenstein (Former President), Kathy Bloodgood, Cooper Bybee, Brady Cook, Mark Cooper, Deborah Dobbe, Stephanie Foreman, Veronica Garcia (Secretary), Frank Goldberg, Mary Guyton, Morgan Tolman, Jesse Koboko, Sheri Kunkel, Cheryl Larson, Virginia Lawrimore, Karen Ludwig, Michelle Munoz, Guy Patterson, Chelsie Rauh, Christina Reddor (Treasurer), Sandra Shea, Joseph Simonson, Lindsey Solomon, Cody Sparrow, Mary Thompson, Michael Timm (IF), Julie VanLeuven (President), James “Byrd” Yizar, Cheryl Zimmer (IF), Steve Hagler

Excused/Absent: Doug Milder, Eric Mickelsen, Bradley Broschinsky (IF), Cindy Rock (Meridian), Earl Scharff (Meridian), Stephen Shryock,

**Call to order**: 1:35 p.m. by Mia

**Guests**: None

**Minutes:** Review and Approval of minutes – Veronica

* March minutes were approved
* April minutes were reviewed, Cheryl motioned to approve and Cooper seconded. Minutes were approved.

**Treasurer Report**: Christina Reddoor

* New members need to provide sizes for their shirts and vests

**Old Business**: None

**New Business**: - All new members were introduced and welcomed

* Steve, Ginny, Lindsey, Morgan, Debbie, Amy, Sherry, Karen, Brady, and Michelle
* End of the year party = 05/24/2018 at the Alumni House from 4pm-6pm. Dinner will be served.
* Please send Julie an email at staff@isu.edu with your top four preferences on which Internal or External committee you’re interested in joining. Or you will be assigned to a committee by Julie.
* Voting for Executive Committee
* President-Elect = Guy Peterson
* Secretary = Veronica Garcia, with Morgan T. as backup
* Treasurer = Christina Reddor
* Executive Board
* Classified = Cheryl Larson, Stephanie Foreman
* Non-Classified = Michelle Munoz, Cody Sparrow
* CMS = Joseph Simonson, Deborah Dobbe

**Meridian** Nothing new to report

**Idaho Falls** Nothing new to report

**Internal Committee Reports: *(Please note that assignments may not be accurate at this time and are subject to changes)***

1. **Bylaws (Legislative) Committee** (President Chair) Julie and the Executive Committee
* Will be working on the bylaws this year
1. **Events and Marketing Committee** – Cody Sparrow, Katheleen Bloodgood (Volunteer), Veronica Garcia, Cheryl Larson, Jesse Kiboko.
* Largest committee to help plan events and market Staff Council on campus
* Events committee will be meeting soon to discuss Spring/Fall socials, movies, homecoming, tailgating, and United Way Bowling, I Love ISU campaign
* Free movie Wednesday will start again in August
1. **Election Committee** – (Past President Chair) Mia
* Will look for new members towards the end of the year
1. **Employee Recognition Committee** – (Pres Elect Chair) Guy Patterson, Cody Sparrow, Veronica Garcia, Cheryl Larson, Cindy Rock (Meridian)
* Members will be a large group to help with the Employee Recognition luncheons
1. **Executive Committee** –Julie VanLeuven, Guy Patterson (President Elect), Veronica Garcia (Secretary), Christina Reddoor (Treasurer), Cheryl Larson, Stephanie Foreman, Michelle Munoz, Cody Sparrow, Joseph Simonson (Volunteer)
2. **Policies Committee** – Chair Frank Goldberg, Cindy Rock, Mike Timm, Stephanie Foreman
* Meets when a new policy comes out so it can be reviewed
1. **Professional Development Committee** –Chair Mary Thompson, Cindy Rock
* Twice a year award for staff to enrich staff learning & training
1. **Retiree Recognition Committee** –
* Work with H.R. to find out who is retiring
* We get cards and have all Staff Council members sign the cards and return them to H.R.
* Need at least one person to head this committee
1. **Scholarship** – Chair Cheryl Zimmer, Christina Reddoor, Cindy Rock
* Currently have money for a Classified Staff member’s child
* We are still building funds for the Non-Classified Staff member’s child
* We need to raise $10,000 to divide the scholarship between both staff types

**External Committee Reports:**

1. **Commencement Committee – Veronica Garcia**
* Will need a new chairperson for this committee
1. **Diversity Committee –**
* Meet with Stacey Marshall
1. **EIT (Electronic and Information technology Accessibility/Disability Services Committee –, Joseph Simonson, Frank Goldberg**
2. **Institutional Effectiveness and Assessment Council (IEAC) Steering – (President) Julie V.**
3. **IEAC facilities subcommittee –**
* Open committee
1. **IEAC IT Subcommittee – Christina Reddoor**
* Between half an hour to 2 hours between November through February
1. **ISU Cares Committee –Frank Goldberg**
* Meets once a year to select the end of the year winners
1. **Library Committee – Jesse Kiboko, Cooper Bybee**
* Meets twice a semester
1. **New Employee Orientation – Stephanie Foreman, Guy Patterson**
* Occurs every other month, second Tuesday of every month
* Will do a 10 minute presentation about what Staff Council is and what we do
* It is good to have backups for this committee
1. **Parking Advisory Board and Appeals – Veronica Garcia, Frank Goldberg,**
* We will email Lewis and Samantha about this committee
* We need to find out if it’s meeting anymore
1. **President’s Cabinet – (Executive Officers)**
* Julie will be attending this meeting, unless she’s unable to attend
* She can ask past president or the president-elect to attend
1. **Student Conduct Board – Cooper Bybee, Mary Thompson, Stephanie Foreman**
* Is an on-call committee only
* Training will be provided, will be held once a month for about an hour
* You don’t have to attend every meeting when they are called if you are unavailable

Announcements: Wear Staff Gear tomorrow for Bengal Wednesday

* Box invites will be sent out, so please check your email
* Website photos: we will be making arrangements with Eric Gordon about getting headshots for all new members. He is located in the basement of the Admin building.

Next Meeting: July 17, 2018

Adjourn at: 3:10 p.m.