



Missouri S&T Staff Council

Wednesday November 10, 2010

10 - 11:30 a.m.

Havener Center - Silver & Gold Room

Minutes

Members Present: Bridgette Betz, Jesse Singleton, Johnny Wright, Lucretia Eaton, Marilyn Licklider, Mary Haug, Teneke Brown, Stephanie Fann, Bob Phelan, Melissa Hutton, Shawn Wright, Stacy Jones, Beverly Pogue, Deena Aaron

Members Absent: Melpo Mankin, Michelle Vannatta

Opening: Staff Council Picture was taken at 9:50am in the Havener lobby around the seal. The meeting was called to order at 10:15 a.m. by Jesse Singleton. The meeting was held in the Silver and Gold Room of the Havener Center. **Minutes were approved**

Treasurer's Report:

General Operating: \$ 13,839.94

Special Events: \$2,930.30

Development: \$2,830.05

Treasurer's Report was approved

Old Business:

- a. Staff Council Member changes – Dedie Wilson asked to be removed from Staff Council; Beverly Pogue took her place. Staff Council bylaws state that there must be 16 members on the council; 17 were mistakenly asked to apart of the council. Brad Starbuck will now be an ex-officio member until the 2011-2012 year at which time he will be a Staff Council member.
- b. Staff Fall Appreciation Day (October 28th, 9:30-11:00am) – Approximately 155 staff members attended this day. After 10/28, an announcement was placed in the eConnection in order to distribute the rest of the Pizza Inn discount cards. 127 additional Discount cards were distributed after this date. This accounted for 20% of our overall staff members. There were great reviews from staff and Chancellor Carney gave his kudos to Staff Council for the activity. Staff Council will most likely have this event again next year, but may move the setup closer to the library with a smaller tent.

New Business:

- a. Grace for Christmas – The Charitable Awareness committee will be sending out emails to departments asking them to decorate a box and collect food and toys. Jesse will look into putting something on the eConnection in order to initiate a challenge to departments. The dates of the drive are November 22nd-December 3rd. GRACE has asked that we deliver our collection on December 6th or 7th. The committee will be contacting GRACE to determine their greatest need. (See attached flyer)
- b. Staff Council bought a 10X10 tent. Marilyn will look into having "Staff Council" embroidered on the tent.

Committee Reports:

a. Faculty Senate – Jesse Singleton and Stacy Jones

The main topic of discussion was the possible changes to retirement plan (from a Defined Benefit to a Defined Contribution). Jesse has volunteered to give suggestions on the retirement changes. Jesse will see if Betsy Rodriguez might want to speak with the Staff Council concerning the changes.

• **Personnel Committee – Lucretia Eaton**

There was a proposal for non-tenure track faculty concerning how they may obtain promotions

b. Campus Appearance Committee – Teneke Brown and Shawn Wright

c. Chancellor’s Council – Jesse Singleton and Stacy Jones

d. Charitable Awareness – Marilyn Licklider and Lucretia Eaton

Lucretia suggested that Salvation Army is in desperate need of volunteers to ring the bell. Staff Council members are encouraged to call Donna at 202-9486 to volunteer and share this information with their departments. Donna will also provide Lucretia with a list of items that are put into food boxes. It was suggested that the food box challenge begin in February or March 2011. The committee will also be starting a coat drive. The coats will need to be clean with no tears or stains.

e. Professional Development – Lucretia Eaton

f. Crisis Communications Committee – Bridgette Betz and Bob Phelan

Bridgette contacted Mary Helen Stoltz (contact given for this committee) to determine next meeting date and new contact if necessary. Jesse mentioned that the committee should probably speak with Pattie Fleck as well. Shawn informed the council that sometime the end of January or February there will be a mock crisis exercise for the university Police. The Council asked that this be something that goes into the eConnection to give all staff and faculty a heads up. The Council also asked for university PD to give some tips on what to do in a crisis situation. Shawn suggested that the university PD would be happy to provide “ICE” or “ALICE” training to interested departments. Please contact Letha Young or Shawn Wright.

g. Parking Committee – Stacy Jones and Mary Haug

The next meeting is Monday November 15th, 2010 (scheduled for 2 hours). Mary will ask about a donation of a parking pass for use as a Staff Day incentive to buy shirts.

h. Intercampus Staff Advisory Council – Jesse Singleton and Stacy Jones

i. Web – Melpo Mankin

Jesse will ask Melpo to post the Staff Council picture on the Staff Council website. He will also talk to Melpo about changing the format.

j. Welcome Committee – Melpo Mankin, Bob Phelan, and Melissa Hutton

Melissa will look for and update the brochure that is given to new employees.

k. Staff Recognition Awards – Bridgette Betz, Mary Haug, and Melissa Hutton

Bridgette received all documentation from former Staff Council member Deanne Jackson. It is all currently stored in Bridgette's office. The committee will be reviewing the questions on the surveys for the awards as they were not all applicable.

l. Staff Recognition Day Planning – Marilyn Licklider (chair), Michelle Vannatta, Stephanie Fann, Stacy Jones, Deena Aaron, Beverly Pogue and Shawn Wright

Staff Day will be June 1, 2011. Shirt designs were discussed. The shirt should be unique and different – stay away from the Missouri S&T logo. The committee will most likely post in the Staff eConnection an opportunity for staff to submit t-shirt ideas or designs for a possible prize (still to be discussed). Staff council will need to come up with a prize for staff to win for buying a Staff Day shirt (since lunch will be provided). Large TV or laptop were given as possible prize ideas.

m. Wellness Committee – Lucretia Eaton

The Faculty and Staff Wellness fair is Tuesday November 16, 2010 is from 10am-2pm in the St. Pat's Ballroom in the Havener Center.

Adjournment: The meeting was adjourned at 11:00 a.m. The next Staff Council Meeting is scheduled for Wednesday December 8, 2010 at 10 am.

Minutes submitted by Staff Council Secretary Bridgette Betz