Minutes

Members Present: Bridgette Betz, Lucretia Eaton, Marilyn Licklider, Mary Haug, Stephanie Fann, Melissa Hutton, Stacy Jones, Beverly Pogue, Michelle Vannatta, Brad Starbuck

Members Absent: Bob Phelan, Teneke Brown, Jesse Singleton, Johnny Wright, Shawn Wright, Deena Aaron, Melpo Mankin

Opening: The meeting was called to order at 10:05 a.m. by Stacy Jones. The meeting was held in the Silver and Gold Room of the Havener Center. Minutes were approved

Treasurer’s Report:
General Operating: $13,572.27
Special Events: $2,930.30
Development: $2,830.05
Treasurer’s Report was provided through email

Old Business:

a. Grace for Christmas – Donations were down from last year. There were almost 3 trucks full and more donations were being taken today Dec. 8th. Approximately $375 was given in cash donations. It was reported that 700 families apply through GRACE to receive gifts. Donations can be dropped off until Dec. 16th. Pictures of the drop-off were given to Linda Fulps in Communications to create a piece to give to the Rolla Daily News.

b. Salvation Army Coat Drive – Approximately 14 coats were provided to the coat drive. If you have any other coats (cleaned and without tear), please take them to 104 Norwood.

c. Staff Council Pictures – Bridgette checked with Melpo to see if she had yet received our Staff council picture to post to the website and she had not. Stacy will contact Brad with Publications about the progress.

New Business:

a. Melissa working on the brochure that will be given to new staff hires. The brochure was reviewed and approved and Melissa will work with Jesse about getting it printed. Staff Council contact information was also reviewed and approved.

b. Bridgette reported that the Staff Council list serve is not working as expected. The only members currently allowed to post are Bridgette, Jesse, and Stacy. Bridgette will look into what happened.

c. Mary reported that the Library participated in the ICE training offered by Missouri S&T PD. Staff Council agreed that it might be informative to setup a general training for just the council.
Committee Reports:

a. Faculty Senate – Jesse Singleton and Stacy Jones
   Retirement Plans were the focus of the last meeting. Online faculty reviews were also discussed (students reviewing their teachers online)

b. Campus Appearance Committee - Teneke Brown and Shawn Wright
   An arboricultural firm reviewed the trees on campus and with their suggestion, weather damaged trees and older trees will be pruned or if they cannot be saved, removed and replaced. Mulching, corrective pruning of shrubs and leaf removal is going strong.

c. Chancellor’s Council – Jesse Singleton and Stacy Jones
   Jesse is now on the Presidential counsel for retirement. Stacy reported that Jesse believes the UM President is leaning toward changes for the incoming employees. The majority of the counsel requested that there be no change. Faculty sees our retirement plan as a recruiting tool. The next meeting will be Monday Dec. 13th.

d. Charitable Awareness – Marilyn Licklider and Lucretia Eaton
   Contact Melissa Hutton if you would like to go to GRACE to wrap presents on Friday Dec. 10th from 2:30-4:30p. Marilyn reported that we hope to have a program in the spring (possibly a backpack program).

e. Professional Development – Lucretia Eaton

f. Crisis Communications Committee – Bridgette Betz and Bob Phelan

g. Parking Committee – Stacy Jones and Mary Haug
   There was not enough attendance at the last meeting to accept any votes. The TJ Parking lot has already been redone; the multipurpose parking lot will be redone. New chief wants ordinance against stranded cars and also not allow students to work on their cars in the parking lot. Mary has volunteered to be on the appeals committee. Mary will also ask the committee if they can appeal to the City of Rolla to adjust the parking on 12th street on the bend as it is not easy to see around the cars that are now able to park on the left hand side. The lack of parking was discussed at the Staff council meeting.

h. Intercampus Staff Advisory Council – Jesse Singleton and Stacy Jones
   Retirement and shared services were discussed. The consultants for the shared services acknowledged that the UM System was already lean on staff. The focus will be on streamlining processes. Some of these processes may be used by all higher education not just the UM System)

i. Web – Melpo Mankin
   It is possible to move our content over to what they call a “tier 3” website, which is like what the departments have on mst.edu. Unfortunately, Electronic Marketing Communications and Web Support are unable to assist with this until after Jan. 1. At that time, we can move forward with the transfer and open up discussions on how we want the site to look.
j. **Welcome Committee – Melissa Hutton**

k. **Staff Recognition Awards – Bridgette Betz, Mary Haug, and Melissa Hutton**
   Bridgette will try to schedule a meeting to discuss the questions that are asked for the staff recognition awards. They need to be tailored to the group receiving the questionnaire. The questionnaire would need to be sent out around March or April.

l. **Staff Recognition Day Planning – Marilyn Licklider (chair), Michelle Vannatta, Stephanie Fann, Stacy Jones, Deena Aaron, Beverly Pogue and Shawn Wright**
   Bookstore would not offer any extra deals that they already offer to students and staff. The Black Friday sale (for the $398 laptop) was not successful. Marilyn will keep an eye out now that she has a price point.

m. **Wellness Committee – Lucretia Eaton**

   **Adjournment:** The meeting was adjourned at 10:58 a.m. The next Staff Council Meeting is scheduled for Wednesday January 12, 2011 at 10 am.

   Minutes submitted by Staff Council Secretary Bridgette Betz