

Draft

Support Staff Council Minutes
June 12, 2008

MEMBERS PRESENT: Anita Adams, Jennifer Brewer, Kelly Hall, Karen Harris, John Keegan, Ellen Knoblett, Leslie Krockenberger, Tracy McDaniel, James McKittrick, Gary Neese, Theresa Ortega, Margaret Pearman, Jacquelyn Smith, Roxanne Torrence, Wilma Turetzky, Ryan Weir, Patsy Weltich, Debbie Woolard

ABSENT EXCUSED: Tom Everett, Kelly Wright, and Nancy Hauger, Diana Kemp, Lauraly Dubois

ABSENT UNEXCUSED:

EX-OFFICIO: Wil Downs

GUESTS: Shelia Johnson, Employee Relations and Immigration Coordinator

Meeting called to order at 11:05

APPROVAL OF MINUTES:

The May 5, 2008 minutes were approved with no changes.

TREASURER'S REPORT:

The May 5, 2008 Treasurer's Report was approved with no changes.

Torrence presented the projected budget for the 2008-2009 term. Adams questioned the apparent over spending. Weltich answered the question by letting them know that there was a carry over from the previous budget that was not carried over to the projected budget.

EXECUTIVE COMMITTEE REPORT:

Flood Victims-Torrence said that the Public Relations Committee is working on putting together a fundraiser for the Flood Victims. They are working on putting together Calendars and Box lunches.

Committee Assignments-Torrence handed out letters to each member letting them know what committee(s) they were on. Each member received a letter for each committee they

were put on. Support Staff that signed up to be on a committee at the General Meeting will also be receiving a letter along with their supervisors.

Torrence also informed the council that we have put together a by-law committee. Their primary function will be to update the by-laws.

Torrence asked that each committee during their first meeting they elect a Chair and Secretary.

Annual Retreat-The Annual Retreat will be on July 10, 2008 from 8:00 am to 4:30 pm it will be held on the 3rd floor of HMSU.

Letters will be going out the supervisor's letting them know about the Retreat.

The committees will be given their goals at Retreat, July 10th. Krockenberger will be on vacation during the Retreat.

We will hopefully have the recipients for the scholarship by the Retreat to handout the awards.

Annual Report-Torrence announced that Hall finalized the Annual report. It will be presented to the Board of Trustees on the July 20th. Hall stated that she would convert it to a pdf.file so that we can distribute to everyone.

Service Awards-Hall will be receiving University Medallion. Knoblett and Harris will also be receiving a service award.

\$200,000-Hall read the response from President Benjamin. She stated that this was actually his second response. A cyber wire will be sent later that morning/afternoon. The recommendations were based on the letter we sent him. Neese asked if there will be a list put out of who received it. Downs said he doesn't feel there will be anything like that given out.

HUMAN RESOURCE REPORT- Wil Downs

Exemplary Performance Pay- Downs has been asked to put together a report of how money will be spent. A large percentage will go to support staff since we are the largest group on campus.

3.5 percent raise is coming to support staff. The compensation project is coming along. Many of the PIQ's have been turned in. They have been handed on to Mercer. They are working on the Benchmarking process. Once the benchmarking is complete recommendations can start being made. 150 positions have already been identified, but there are about 650 positions on campus. Downs has asked them to give us some

definitions on some titles. ISU has a large variety of titles. This step will last until about late Sept. No financial increases are part of this process.

Computer Access- Downs stated that he had talked with Jim Jenson and Kevin Runion. They said that computers are up and running. They stated that they were not aware of any problems with those computers. Facility workers will let us know if the computers are not there. Hall stated she was told by Mary Ellen Linn that the computers were never setup. Downs will contact them to find out.

Service Awards- 202 people will be receiving a service award.

COMMITTEE REPORTS:

Election Committee:

No report

Next meeting: June 24th, 9:00 am, EH 514

Employee Relations:

No report

Next meeting: June 18th, 9:00 am, EH 514

Public Relations:

Brewer handed out slips of paper to get each members T-shirt size. No details were given as to what the shirt will look like, just that they will be given out at the Retreat.

The PR committee is working on putting together a box lunch fund-raiser for the Flood Victims. We will deliver the lunches on June 25th from 11:30am to 1:00pm. We will be getting the lunches from Sodexo. The money we raise from this will go to the Foundation's account for victims.

We are also working on getting academic calendars together. We will be putting them together ourselves. The calendars will include academic dates, council dates, and other important dates from across campus. We will sale these for approximately \$15.00.

We will keep everyone up to date on each of these items.

Next meeting: June 19th, 10:00 am, EH 514

Scholarship Committee: Toni Bolinger, Chair

Torrence stated that there are still scholarship's available. The application is on the SSC website. Staff wanting to take a graduate class is also able to apply for the scholarship. Temporary staff can not apply.

SEBC:

No report

Next meeting: June 17th, 10:00 am, SH 109

Presidential Search Committee

Several surveys were completed. One candidate stood out from the 3 candidates. Mike Alley asked for our overview. The plan in the beginning was to give the information to the Board of Trustees for the June 20th meeting. Provost Maynard will be Interim President until the new President takes office. Our surveys were hand carried to Melony Sacapolus.

DISCUSSION:

Torrence stated due to her office offering flextime she would have Monday's off.
McDaniel stated due to her office offering flextime she would have Friday's off.

Hall

Parking Garage will be \$30.00 a month. If you want to pay for parking for both it's the \$30.00 plus ISU's price for parking. Hourly rate is \$1.00, with a \$6.00 day. From 6pm to 6 am, Community Service Officer's will be doing the security. Garage is very nice. Bus system has also worked very well. You will be able to do payroll deduction starting August 2008. We are charging the city for Security. Still working on event parking, mainly dealing with how many spots we will get.

Torrence-Feelings on Annual Meeting

People really seemed to like the set up. We didn't like the projector system. Enough handouts for the entire table not just one for the table. Adams heard some people were upset that people were getting bags that weren't there. Woolard heard people say there wasn't enough food. Disliked the watermelon bowls. Some thought it was hard to get around the table for the food. Some thought everyone was getting a parking pass.

Krockenberger- can get up samples from the drug representatives. She just needs to know about a month in advance.

Next meeting July 10th, 3rd floor of HMSU

Meeting adjourned at 12:20 pm