

****Please Copy and Distribute
To ALL Staff Personnel**

**STAFF COUNCIL MINUTES
April 23, 2006
10:20 AM J334**

Present: Ann Lay, Sharon Hodge, Donna McPherson, Pierrette Maillet, Letitia DeNard, Ken Shelton, Steve Hamrick

Absent: John Bauer, Mary Phillips

Guest: Alberta Cook

Budget: Agency Acct: no report

Foundation Acct: \$1,055.92, which includes the \$800.00 from Foundation for the 2007 Staff Council Conference. An additional \$800.00 from Foundation will be deposited after July 1st.

Minutes: The February 21, 2007 minutes were approved as presented. The March 21, 2007 minutes were approved as presented. Donna will delete the "unofficial" as stated on the website for the above minutes to show that these have been approved.

OLD BUSINESS:

2007 Staff Council Conference Update: Alberta Cook, Chair (SC guest)

1. Since Staff Council members will be taking an active part in the Conference, it was suggested that they purchase the official shirts that the Conference Committee will be wearing. The cost of the polo shirt is \$21.00. It was voted that Staff Council would purchase the shirts for Staff Council members. Sharon will send out a notice to the Council members requesting their shirt size and forward to Alberta. Alberta will order the shirts.
2. Per Alberta, the budget was \$1,296.91. \$818.00 was paid to Staff Council for the second order of candy. This leaves \$478.91 in the account. Alberta just made a deposit of \$252.00 which brings the account to \$730.91.
3. It was agreed that Alberta Cook, Chair of the 2007 Staff Conference Committee, should attend the Staff Council meetings from this meeting on to keep us updated on the Conference.

Staff Council Constituents Survey:

1. Two members of the committee did not receive feedback from the memo sent to their constituents. It was decided that a survey will not be compiled.

Recycling Ideas:

1. Tabled until next meeting.

OSA Committee Awards:

1. Donna announced the OSA winners: Jim Cooper, Bennie Houck, and Amanda Canup.

2. There were 10 submissions. It was discussed that a letter should be written to the seven candidates congratulating them on their nomination.
3. The guidelines for the OSA need to be addressed at a future meeting. There were a few grey areas that came to note during the nomination process.

NEW BUSINESS:

Staff Election Committee and Procedures:

1. The Election Committee will be comprised of Ann Lay, Sharon Hodge and Pierrette Maillet. The Committee will meet on Friday, April 27, 2007.

Shared Leave at SPSU:

1. Ann will ask Quint to attend our next meeting.
2. The committee discussed shared leave. Staff Council will advise constituents that this is definitely a Staff Council project and, although, Staff Council works closely with HR in many endeavors, that Staff Council is the initiator of this project.

NEXT MEETING: Wednesday, May 23, 2007, 10:00AM, J334

2006/2007 STAFF COUNCIL MEMBERS

- | | |
|------------------------------|--------------------------|
| I Executive/Managerial | VI Clerical |
| IV Other Professional | VII Skilled Craft |
| V Technical/ParaProfessional | VIII Service/Maintenance |

NAME	PHONE #	E-MAIL	IPEDS CATEGORY	OFFICE MAIL
Chair: Ann Lay – Dean’s Office, Engineering, TECH, & MGNT	x7234	alay	Group VI	J 253
Vice Chair: Donna McPherson – Dept. of English, Technical Communication and Media Arts	x7202	dmcphers	Group VI	J 333
Secretary: Sharon Hodge – Dean’s Office, ARCH, CET, & CNST Mgmt.	x5481	shodge	Group VI	N 123
Letitia DeNard – ATTIC	x7938	lidenard	Group IV	J 253
Pierrette Maillet – Office of Advancement	x7702	pmaillet	Group IV	B 14
John Bauer – Captain, Public Safety	X7348	jbauer	Group IV	V
Harry Kenneth Shelton, Jr. – Facilities Maintenance	x7256	kshelto2	Group VII	EP
Mary Phillips – President’s Office	x7230	mphillip	Advisor	B 110
Steve Hamrick – Registrar	X7239	shamrick	Advisor	B 130