Staff Council Minutes

Date and Location: October 24, 2012, Math Multi-Purpose Room 125, 10:00 am-11:00 am

Members Present: Alyson Chapman, Joyce Daniels, Tonya Dobson, Richard Dorman, Susan Gordon, Kenneth Groene, Sandra Hale, Alana Hefner, Nikki Jackson, Herb Miller, Carol Murphy, Karole Schroeder, BJ Simmons, Faith Stiffler, Gary Stout, Kay Wiley, and Cheryl Works.

Substitutes: Joyce Goodman for Marissa Burns, Heather Carrigan for Lacie Harris, and Raul Carrillo for Ben Kunze


Staff Council President Nikki Jackson called the meeting to order. The roll was taken.

TREASURER REPORT—Staff Council Treasurer, Kay Wiley, reported the following balances:
- Operating Expense Account 213500 balance: $5,957.35 as of 09/30/2012.
- General Fund Account 233500 balance: $15,596.04 as of 09/30/12.
- Scholarship Fund Account 24190 balance: $22,323.56 as of 09/30/12.

COMMITTEE REPORTS:
1. Scholarship Committee (Gary Stout)—No update.
2. Staff Development (BJ Simmons, Kenneth Groene)—No new grants have been approved and no new updates.
3. Employee Appreciation (Cory Shaw)—No update.
4. Hospitality and Fundraising—No chair at this time. Let Nikki Jackson know if you are interested in serving as chair. Holiday Showcase would also fall to this committee.
5. Staff Affairs (Nikki Jackson)—No update.
6. Healthy Campus (Ben Kunze)—No update, waiting to hear back from Amy McKay about the wellness information.
7. Public Relations (Karole Schroeder)—No update.

UNFINISHED BUSINESS:
- Update on shirt order—the stitching on most shirts will be in white and they will be ordered in the next week or two.
- Healthy Campus—the Executive Team met and has decided to give $2,400 toward the wellness initiative. Nikki has contacted Amy McKay to make her aware of the
contribution. Additional funding will more than likely be available for the wellness initiative if needed.

**NEW BUSINESS:**

- **Instructions and terminology for scholarship application requirements**—the wording will be changed to include the current president rather than the past president. There will be an increase in the amount of scholarships offered. These scholarships will be utilized to benefit staff members and the amount will change based on the availability of funds in the scholarship account.
  - There was then a discussion on the minimum and maximum amounts offered:
    - There will be increased marketing next semester so that staff members are aware they can apply for a scholarship.
    - The amount offered and available will be gauged semester to semester.
    - This will take the subjectivity out of utilizing the set rubric to establish amounts awarded.

- **Joyce Goodman & Vickie Swam came to discuss the 5 Year Strategic Plan**—they conducted a SWOT Analysis carousel approach. This allowed members to give feedback on the Strengths, Weaknesses, Opportunities, and Threats in regards to Tarleton. The data gathered will be submitted to the University Planning Committee. The information will also be taken back and compiled. The goal in this activity is to develop a strategic plan for the next 5 years and utilized specifically in the development of the goals and priorities to be incorporated into the Five Year Plan.

**OTHER:**

- Kurt Mogonye stood up to share his concern with the matter of outsourcing. He would like to possibly have Staff Council draft a resolution regarding outsourcing. Nikki Jackson mentioned drafting a list of all major concerns or questions so that they could be appropriately addressed.

Door Prize—this will be selected from the guest list and the gift basket prize will be delivered to the winning recipient.

Next Meeting is November 28, 2012

At 11:12 a.m. Susan Gordon made a motion to adjourn the meeting and Herb Miller seconded the motion and the motion to adjourn the meeting was made with no objections.

Winner of the door prize is?? …
Raul Carrillo was the winner of this month’s door prize!!!