

Southwestern Staff Council Minutes November 12, 2014

Present: Claudio Brigueda, Jamie Collins, Kirk Fast, Debbie Flaming, Janet Grabeal, Mallory Hankins, Michael Kluver, Tommy McDaniel, Kathy Megli, Glenda Printz, Jessica Smith, Justin Weathers **Not present:** Joe Dube, Nancy Sanders

1. Call to Order – Kathy Megli – 9:30 am
2. Approve October's minutes – Previously Emailed
 - The October 8, 2014 minutes were presented via email prior to the meeting.
 - Left out sentence on item 5: Safety is everyone's responsibility.
 - Add Mallory Hankins and Justin Weathers to the present list.
 - Kirk Fast motioned to approve the minutes with the changes, seconded by Debbie Flaming. Approved by majority vote.
3. Thoughts on Question and Answer Session with Tom Fagan - Anonymous
 - Some members were appreciative of Tom Fagan coming to the meeting and answering the questions that were presented. Others felt disappointed in the lack of explanations and the general feeling that Administration does not want to cooperate with SSC, after SSC has worked so hard for the past year. There were also some concerns raised.
 - SSC needs to make sure that the minutes from that meeting go out to other staff members so that they know we have been trying to advocate for them.
 - The SSC webpage needs to be put up. Mallory Hankins said she would be willing to take over the webpage.
 - SSC would like to hear from Dr. Beutler. Even if the answers are the same, he should be involved in this conversation.
 - Faculty Senate really had to push to get a seat on Executive Council, we should set that issue aside and reformulate and revisit at a later date.
 - SSC really needs to get more staff involved than just the staff in this room. No one signed up for any committees.
 - It was emphasized that SSC should be doing an open meeting every 6 months.
 - Suggestions were made that we arrange for a subgroup to have a meeting with Dr. Beutler about the issues that we are most concerned with, but we should hold off for 2-3 months and do more research first. SSC needs to figure out the top 3 issues that we want address and prioritize them. SSC could do a survey of staff or do small focus groups.
 - SSC would need Administration to support us by allowing us to do focus groups or we might have a hard time with department heads.
 - Kathy Megli will send a letter to Tom Fagan asking for support to allow us to do focus groups with staff.
 - Jamie Collins will look into focus group training for SSC members.

ACTION ITEMS:

- ✚ **Mallory Hankins** - Will take over the webpage.
- ✚ **Kathy Megli** – Send a letter to Tom Fagan to allow us to do focus groups with staff.
- ✚ **Jamie Collins** – Will look into focus group training.

4. Staff Recognition Reception Wrap-up
 - The attendance was higher this year than last year.
 - Thank you notes still need to be written and sent out.
 - Over all the reception went well.
5. Sayre Staff Recognition Reception
 - Kathy will get a car from the physical plant, so anyone who wants to attend can.
6. New Business
 - **Craft Show – Debbie Flaming**
 - Justin will get measurements of the wellness center for booths.
 - Want to plan it for September 2015. Possibly on Parent's Day. We need to decide if we want to make it ruled or unruled. We will charge \$50 per booth, which will get us enough money to cover the scholarships. We will not allow booths to sell food so that SSC can sell food and drinks to raise extra money. We would also like to give a percentage to charity. We will try to advertise for booth sign-up in January.
 - If we don't get enough crafters to rent booth space we can then open it up to local businesses.
 - We need SSC members to help come up with a catchy name.
 - Committee will consist of Debbie, Jessica, Janet, Glenda, and Kathy.
 - The Committee will set a date.

ACTION ITEMS:

- ✚ **Justin Weathers** – Get measurements of the wellness center for booths.
- ✚ **All SCC Members** – Think of a catchy name for the craft show.
- ✚ **Craft Show Committee** – Set a date for the craft show.

7. Meeting Adjournment – 10:45 am
 - Debbie Flaming motioned to adjourn, seconded by Michael Kluver. Approved by majority vote.

Next SSC meeting – December 10, 2014.