

Southwestern Staff Council Minutes

March 9, 2016

Present: Members: Kirk Fast, Debbie Flaming, Michael Kluver, Kathy Megli, Josh Rosser, Rhonda Waters, Shirley Venable, Jamie Collins, Amie Broadwater (telephone conference call from Sayre), Claudio Brigueda, Casey Merryman Visiting Staff: Melanie Miller, Kim Cook, Tim Reynolds

Not present: Janet Slagell

Call to Order – Kirk Fast 9:35 am

January Minutes – Draft 1 emailed February 10 and Draft 2 emailed March 7, 2016.

- The February 10, 2016 minutes were presented via email prior to the meeting. Member were supplied with feedback provided by members of the council. Minor spelling and date corrections were adjusted. Michael made the motion to approve with the changes designated and a 2nd by Jamie. Approved by majority vote.

Treasurer's Report

- No new charges to report since last month.

Old Business

- Benefits Committee report – Michael has been named chair of the University Benefits Committee. Michael, Kirk, and Debbie are members of the committee. At this time there are no changes being made. The council will receive an update if any changes are made in the future.
- SSC Newsletter – 1st Quarter was sent out March 3, 2016. Members have received positive feedback from other staff.
- Coffee with the President – March 25, 2016 from 10 – 11 am in the East Ballroom. Everyone is welcome. Refreshments will be provided and by the Staff Council. Jamie will bring door prizes and receive reimbursement from the Council. Jamie received permission from Brian Adler to send out SSC emails to staff in the future.
 - Kirk send Jamie information for email reminder, Jamie add door prize information and will distribute.
- Scholarships – Debbie contacted dependents of staff who met Council Scholarship guidelines. Applications were received and 7 students will receive fall semester, \$200 scholarships with money made through the Bulldog Bazaar. Shirley made the motion to approve and a 2nd by Michael. Approved by majority vote. Names will be released at a later date.
 - Tabled discussion of distribution of additional funds for future scholarships. Create a scholarship committee to manage funds, filter scholarship applications, and confirm what accounts can provide scholarships.
- Staff Picnic – Discussed options for a staff picnic on campus. Suggested that it take place during the summer when campus won't has as much traffic and staff might be more likely to attend.
 - Committee members – Jamie, Rhonda, awaiting confirmation of Debbie
 - Committee report next meeting a tentative plan for the picnic

New Business

- Council Nominations – 2 applications for the At-Large position on the council. Melanie Miller, Admissions and Recruitment, was selected as the nominee. Shirley made the motion to approve the nomination and a 2nd by Michael. Approved by majority vote.
- Bulldog Bazaar – Discussed opportunity to raise more funds for the council through another bazaar. Would prefer to have on Parent's Day again for optimal customer traffic.
 - Tabled to next meeting further discussion and committee volunteers until Debbie can confirm the capacity she can serve on the committee.

Adjourned – 10:29

Kathy made a motion to adjourn the meeting and a 2nd by Shirley.

Dates to Remember

March 25, 2016 at 10 am – Coffee with the President - East Ballroom

April 13, 2016 at 9:30 am – next monthly SSC Meeting – Stafford 201

April 21, 2016 at 10 am – Quarterly Meeting with the President – President's Conf. Room

Action Items

- Kirk send Jamie information for email reminder for Coffee with the President. Jamie add door prize information and distribute.
- Debbie, at next meeting, provide names of recipients of Bulldog Bazaar Scholarships.
- Staff Picnic Committee – Jamie, Rhonda, (Debbie) - report next meeting a tentative plan for the staff picnic