Minutes

Members Present: Kay Bagwell, Brandie Bargeloh, Matt Bundrick, Deb Charles, Karen Countryman, Anne Cummings, Tim Drake, Karen Erickson, Wilder Ferreira, Kim Fisher, Shelly Geer, Gail Gilbert, Michael Gilstrap, Debra Goss, Trudy Houston, Wendy Howard, Adam Hunter, Julie Jones, Reba Kay-Purdessy, Sharon Kimbell, Julia Lusk, Rusty McDonald, Amanda Menefee, Stella Moore, Beth Newton, Angela Nixon, Dede Norungolo, Carol Pike, Judy Pruitt, Meshelle Rabon, Sarah Reeves, Chris Sober, David Stancil, Judy Tribble, and Cathy Welton

Members Absent: Leslie Adams, Pam Barnhill, Linda Galloway, Christopher Greggs, Shirley Hagood, Andy Riggins, Tina White, and Mandy Wright

Guests Present: John Mueller, Jackie Todd, Tom Ward, and Matt Watkins

President Julia Lusk welcomed guests and called the meeting to order.

1. Approval of Minutes: Wendy Howard moved to approve the minutes of the December 11, 2012 Staff Senate meeting as submitted. Tim Drake seconded the motion and the vote was unanimous. The minutes were approved.

2. Special Order of the Day
   A. Jackie Todd, Public Information Director for Internal Communications, spoke to the group about changes to internal communications. The goals are to better categorize news and information, introduce guidelines concerning dissemination of news, and to provide information the audience wants and needs. The Faculty-Staff website will be utilized as “one source” for University information. Additionally, Inside NOW is being streamlined. It is transitioning from an email with 9-12 pages of text to 1 page. The email will have links to the University calendar and to stories. Todd asked for feedback, two-way communication, and patience during the transition.

3. President’s Reports
   A. Academic Council – The next meeting is January 17, 2013.
   B. Board of Trustees – The Winter Quarterly will be January 30th and 31st in Columbia, SC.
   C. President’s Cabinet – The Cabinet met on December 10th. Minutes from the December meeting were distributed to the Senate via email on January 2nd.
   D. Other:
      1. Administrative Council, John Mueller for Michelle Piekutowski. Council members are preparing for the January Board meeting.
      2. Human Resources, John Mueller. January through March is the open enrollment period for the optional retirement plan. Changes will be effective April 1, 2013.
      3. Legislative Update, Deb Charles. The General Assembly convenes today, January 8th. Julia Lusk announced that the annual SCSEA State House visit is January 22nd and the Legislative Dinner for local chapters is February 11th at 6:30 p.m. The dinner will be held at the Madren Conference Center. For additional information, contact Lusk.

4. Treasurer’s Report, Karen Erickson. The balances are as follows: (a) Vending: $7,671.43; (b) Staff Senate funds: $2,266.57; (c) Travel: $500.00; (d) SDP: $11,282.73. Tim Drake moved to approve the report and Michael Gilstrap seconded the motion. The report was approved unanimously.
5. Committee Reports

A. Standing Committees

1. Activities, Julie Jones. The group is preparing for the annual food drive. The theme this year is “Have a Heart” and donations will benefit Golden Harvest Food Bank. Donations will be collected through the month of February.

2. Communications, Angela Nixon and Reba Kay-Purdessy. No report.

3. Membership, Karen Countryman. The committee met in December to review the membership roster and to prepare for upcoming area elections.

4. Policy and Welfare, Chris Sober. The committee met prior to the Senate meeting. Notes will be compiled and a report will be given next month.

5. Scholarship, Beth Newton and Carol Pike. Scholarship did not meet in January. One of the final wrap-up items from the 5K is to prepare the last batch of thank you letters. Beth Newton is currently working on the letters. The next meeting is February 5th.

B. University Committees

1. Reports – None.

6. Unfinished Business: None.

7. New Business: None.

8. Announcements

A. Danny and Tina White’s baby arrived on December 28th. His name is Lucas. He weighed 6 pounds, 1 ounce, and was 19 inches long. All are doing well.

9. Adjournment: There being no further business to discuss, the meeting adjourned.

Next Meeting: Tuesday, February 12, 2013, 10:30 a.m., Madren Center