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**Idaho State University
Staff Council Meeting
February 16, 2016
Faculty Senate Conference Room, 301 Rendezvous
Minutes**

Present: Allyson Johnson, Ben Mills, Brian Kraft, Chelsie Rauh, Connie Tillotson, Debra Combs, Doug Milder, James Yizar, Kim Wright, Laura Call, Mary Kratz, Mia Benkenstein, Michelle Campbell, Michelle Munoz, Ryan Faulkner, Sharra Nelson, Stefanie Shadduck, Syd Sharp

Excused: Brian Atkinson, Peggy Larsen, Eric Mickelsen, Jeanette Rose, Julie VanLeuven

Absent: Brad Broschinsky, Emily Frandsen, Barry Hulet, Craig Joseph, Natalie McHugh

Call to Order

Syd Sharp called the meeting to order at 1:39pm

Minutes:

Minutes from the January 19, 2016 meeting were approved.

Treasurer Report

The current balance is \$13,545.27. One scholarship (Jennifer Parrott) is pending for \$400.

New Business:

Sharra recognized Mia Benkenstein as an ISU CARES nominee from Staff Council. Mia was recognized by her department supervisor for providing information to her department about what was discussed in staff council meetings and about staff council events.

Internal Committees

Bylaws – James Yizar

Nothing to Report

Events/Marketing – Mary Kratz, Laura Call, Stefanie Shadduck, Mia Benkenstein

Sixty staff have said they will attend the basketball game and will bring 64 additional people. Doug will order pizza for the social prior to the game at the Rec Center. There will also be cheerleaders and dancers at the Rec Center.

Election – Syd Sharp

Syd met with Debbie in HR for a list and for the number of staff in each represented group on Staff Council. There will be five openings and two resignations. Syd will have a call for nominations sent out on the first and third Mondays in March. Voting will take place during the first week of April.

Employee Recognition – James Yizar, Brian Atkinson, Bradley Broschinsky

The approved menu will be Sage Roasted Chicken and Apples, and Sage Roasted Pork and Apples. The sides will be the same for both entrees. When staff RSVP they will be able to choose which meat option or if they would like the vegetarian entree. James said we will be under budget with the menu this year.

A list of employees to be recognized will be emailed to staff soon so any errors may be corrected. Doug will be coordinating pictures for the employees to be recognized. Mia will be coordinating pictures of staff council members. Chelsie will be coordinating decorations which will be the same for Pocatello and Idaho Falls. James said we still need volunteers for set-up and clean-up, greeters to hold baskets where attendees can place their card showing their entrée choice, and for the award presentations. Debra said she created a letter that may be used to ask for donations.

Executive – Sharra Nelson

Nothing to Report

Marketing – Stefanie Shaddock, Mia Benkenstein

Everything was covered with the Events committee.

Professional Development – Eric Mickelsen

Ben said there were 16 or 17 applicants. The committee chose 4 finalists. Eric has the names of those who were chosen. He asked if there was a way to have more money to award. Could fundraising be done, or could any awards not used for professional development in the previous semester be rolled into the next semester's awards? The consensus was that we may need to re-look at the budget.

Retiree Recognition – Connie Tillotson

There are three retirees to send cards to. Connie still has some signed cards so she will take them to HR so they can be mailed.

Scholarship – Julie VanLueven

Not present

External Committees**Campus Beautification – Emily Frandsen**

Not present

Campus Recreation Advisory Board – Craig Joseph

Not present

Diversity – Ryan Faulkner

Nothing to Report

Parking Advisory Board – Doug Milder

Nothing to Report

Parking Appeals – Brian Kraft & Debra Combs

The committee is looking at 35-40 appeals per week. Many appeals are snow related. James asked how the pay stations are working. The pay stations function differently at Idaho Falls and Pocatello which has created some issues. Overall they are working well.

President's Cabinet – Sharra Nelson

Enrollment number are down for spring by the same amount that they were down in the fall. Fall 2016 applications and admission are up but it is too early to see who actually registers for classes. It looks like the tuition lock proposal will not pass.

Safety – Natalie McHugh

Not present

Special Budget Council – Sharra Nelson & Syd Sharp

Connie said the tuition fee hearings will be next week.

Sustainability – Ben Mills

Ben contacted Chris Wilson. Chris said he's not sure there is a sustainability committee.

1 **University Library – Peggy Larsen**

2 Not present

3

4 **Old Business:**

5 **Vest for new members**

6 Connie called New Day and left a message. She will call back or try to find another contact person at New
7 Day to contact. Debra has contact information for the marketing person at New Day. She will pass on the
8 information to Connie. James asked that everyone wear their vests to the luncheon.

9

10 **Storage**

11 Sharra moved Staff Council's items into a storage room in the student union building. It is a shared
12 storage area.

13

14 **Announcements**

15 Syd said we need a head count of those traveling to Idaho Falls or Meridian for the luncheons.

16

17 **Adjourn**

18 Motion to adjourn made and seconded. Motion passed. Meeting adjourned at 2:27 pm. The next Staff
19 Council meeting will be March 15, 2016 in Faculty Senate Conference Room from 1:30 pm – 3:30 pm.

20

21 Respectfully Submitted,

22 Stefanie Shaddock