Idaho State University
Staff Council Meeting
August 18, 2015
Faculty Senate Conference Room, 301 Rendezvous
Minutes


Excused: Craig Joseph, Debra Combs, Michelle Campbell, Natalie McHugh, Ryan Faulkner

Absent: Barry Hulet, Emily Frandsen, Jeanette Rose

Call to Order
Mike Taylor called the meeting to order at 1:32pm

Guest Speaker: Brian Sagendorf, Human Resources, Ombuds Program
Brian Sagendorf spoke about the Ombuds Program. Last spring a call for nominations was held and 12 nominations were received from staff. Brian asked that we talk about the nominations and provide feedback. Brian will take the nominations and Staff Council’s feedback to the nominee’s respective VPs for any last minute concerns or questions. Brian, Stacey Marshall, and the Affirmative Action office will review the applications with the president.

Brian said there is a diverse group of applicants from across campus. Brian said they may start with a small group of four to six ombuds. This fall and spring semester will be used as a trial period. The initial term would be for two years but would be negotiable. Orientation will be held in late September or early October. After orientation, a campus wide announcement will be sent.

A motion was made, seconded, and passed to approve all names submitted to staff council for the ombuds position.

Minutes:
Minutes from the May 19, 2015 meeting were approved.

Treasurer Report
The current balance is $15,360.60. One item is pending for repayment of $100 to Donna Parker, a scholarship recipient. Expenses include $2.40 for postage, and $22.00 for Dreamweaver software.

New Business:

Orientation for new members
Overview of Staff Council & Goals: Mike provided an overview of what staff council does. We represent both classified and non-classified staff. We provide an active role in the governance structure and provide professional development for staff members. All members are voted in. If you will be absent, let the president know ahead of time. A call for agenda items will be emailed 5 days prior to the meeting. We follow the open meeting laws of the state of Idaho. Any staff member may attend, they may not participate, only observe.
One goal for staff council is to raise awareness about the evaluation process and the evaluation system. A second goal is to provide scholarships for both classified and non-classified staff. The third goal this year is to possibly provide a motivational speaker.
Roberts Rules of Order: Mike reviewed what Roberts Rules of Order are and how they are used in staff council meetings. He provided a handout for members to review.
Committees: Staff Council has both internal committees and representatives on external committees. Mike went through the list of committees and introduced who is on each committee.

Vests/Binders: Staff Council will provide vests and binders to new members.

Internal Committees

Bylaws – Sharra Nelson
Nothing to Report

Events – Mary Kratz & Laura Call
Nothing to Report

Election – Syd Sharp
Nothing to Report

Employee Recognition – Sharra Nelson, Brian Atkinson, Bradley Broschinsky
Nothing to Report

Marketing – Stefanie Shadduck, Mia Benkenstein
Nothing to Report

Professional Development – Eric Mickelsen
Nothing to Report

Retiree Recognition – Connie Tillotson
Nothing to Report

Scholarship – Julie VanLueven
Nothing to Report

External Committees

Campus Beautification – Emily Frandsen
Nothing to Report

Campus Recreation Advisory Board – Craig Joseph
Nothing to Report

Diversity – Ryan Faulkner
Nothing to Report

Parking Advisory Board – Doug Milder
Nothing to Report

Parking Appeals – James Yizar
Nothing to Report

President’s Cabinet – Sharra Nelson
President Vailas explained the duties of the president’s cabinet. Basic information was given, such as housing is full and faculty are back on campus. This year’s State of the University address will be Wednesday, September 30th at 6:00pm in the Bistline Theater. A formal announcement will be sent.
Safety – Natalie McHugh
Nothing to Report

Special Budget Council – Mike Taylor, Syd Sharp
Nothing to Report

Sustainability – Ben Mills
Nothing to Report

University Library – Peggy Larsen
Nothing to Report

Old Business:
Mike informed staff council that his contract with ISU ended in July. Currently Mike is not a university employee. David Alexander, from General Counsel, said it was up to staff council about how we handle this situation. James made a motion to extend Mike’s term of presidency to our next meeting in September. If Mike is unable to obtain a position with ISU then the position of president will be offered to Sharra. If Sharra does not accept the offer, we will elect a new president as the bylaws state.

After some discussion, the motion was made, seconded, and approved.

Announcements
March through the Arch will take place on August 23rd at 5:00pm. The march will come down Red Hill instead of MLK.

Welcome Back Orange & Black will take place on August 24th from 4:00pm – 7:00pm in Old Town.

Mike asked that those on the event committee meet about scheduling the Staff Council Meet & Greet.

Adjourn
Motion to adjourn made and seconded. Motion passed. Meeting adjourned at 2:37 pm. The next Staff Council meeting will be September 15, 2015 in Faculty Senate Conference Room from 1:30 pm – 3:30 pm.

Respectfully Submitted,
Stefanie Shadduck