**Staff Council Meeting Minutes**

1:30 p.m. – 3:30 p.m., Tuesday August 21, 2018

**Members Present:**  Frank Goldberg, Stephanie Foreman, Mark Cooper, Morgan Tolman, Lindsey Solomon, Sandra Shea, Steven Hagler, Debbie Dobbe, Christina Reddor (Treasurer), Jesse Kiboko, Julie VanLeuven (President), Guy Patterson (President Elect), Mia Benkenstein (Past President), Ginny Lawrimore, Veronica Garcia (Secretary), Mary Thompson, Joseph Simonson, Stephen Shryock , Cody Sparrow, Brady Cook , Sheri Kunkel, Karen Ludwig , Cheryl Zimmer, Amy Anderson , Michelle Munoz, Michael Timm

**Excused/Absent:** Cheryl Larson, Earl Scharff (Meridian), Kathy Bloodgood (volunteer), Cindy Rock

**Call to order**: at 1:33 p.m. by Julie

**Guests**: President Kevin Satterlee, Dani Dunstan (chief of staff)

* Will be meeting with Julie with any concerns that we have in Staff Council
* FAC codes will be changing at the beginning of the year, there was an email sent out today with more information
* Open discussion with several questions (add from recording)

**Minutes:** Review and Approval of minutes – Veronica

* May 2018 (correct Joseph’s name)
* July 2018
* - Guy motioned and Sandy seconded to approve both sets of minutes
* Minutes for May 2018 and July 2018 were approved
* Minutes will be emailed to Joseph to be posted on the website

**Treasurer Report**: Christina Reddoor

* Nothing new to report

**Old Business**: N/A

**New Business**: Welcome President Satterlee, Introductions of all members

**Address by the President of the University**

**Internal Committee Reports: *(Please note that assignments may not be accurate at this time and are subject to changes)***

1. **Bylaws (Legislative) Committee** (President Chair) Julie, Mia
2. **Events and Marketing Committee** – Amy Anderson, Karen Ludwig, Morgan Tolman, Ginny Lawrimore, Veronica Garcia, Cheryl Larson, Jesse Kiboko, Sheri Kunkel, Katheleen Bloodgood(volunteer)

* Wed, Sept 12th at 7 p.m., Incredibles 2
* The Bengal Theatre now accepts cash and debit cards
* Tail Gate at the ISU vs U of I game, Oct. 6th

1. **Election Committee** – (Past President Chair) Mia

* Nothing new
* They haven’t met yet

1. **Employee Recognition Committee** – (Pres Elect Chair) Guy Patterson, Brady Cook, Amy Anderson(IF), Michael Timm, Lindsay Solomon, Karen Ludwig, Cindy Rock (Meridian), Kathleen Bloodgood(volunteer)

* Nothing new
* They haven’t met yet
* Per Guy, nominate someone to be highlighted within your departments

1. **Executive Committee** – Mia Benkenstein, Julie VanLeuven, Guy Patterson, Veronica Garcia (Secretary), Christina Reddoor (Treasurer),

* Nothing new
* They haven’t met yet

1. **Policies Committee** – Chair Frank Goldberg, Cindy Rock, Mike Timm, Stephanie Foreman

* Nothing new
* They haven’t met yet

1. **Professional Development Committee** –Chair Mary Thompson, Brady Cook, Joseph Simonson, Michael Timm, Sandy Shea

* Due date October 1st
* Needs a new Chair, Mary is retiring on Dec 21st but will volunteer for Staff Council

1. **Retiree Recognition Committee** – Chair Lindsay Solomon

* Lindsey will follow up with Kathy Bloodgood

1. **Scholarship** – Chair Cheryl Zimmer, Christina Reddoor, Cindy Rock, Steven Hagler

* Nothing new to report
* They will set up a date/time to meet and talk about things
* Work on developing the non-classified scholarship
* If you have any ideas please contact Cheryl

**External Committee Reports:**

1. **Commencement Committee** – Ginny Lawrimore, Veronica Garcia, Stephanie Foreman

* Nothing new to report
* Will set up a meeting next year

1. **Diversity Committee –** Deborah Dobbe, Sheri Kunkel

* Nothing new to report
* Debbie has contacted that department and she is waiting for a response

1. **EIT (Electronic and Information technology Accessibility/Disability Services Committee** – Frank Goldberg,

* Nothing new to report

1. **Institutional Effectiveness and Assessment Council (IEAC**) Steering – (President) Julie

* Nothing new to report

1. **IEAC facilities subcommittee** – Joseph Simonson, Cody Sparrow

* Nothing new to report
* Joseph has contacted Doug for more information

1. **IEAC IT Subcommittee** – Christina Reddoor, Stephen Hagler

* Nothing new to report
* Per Debbie Dobbe, Randy Gaines has tasked team leads to come up with new mission statements

1. **ISU Cares Committee** – Michelle Munoz, Frank Goldberg

* Nothing new to report

1. **Library Committee –** Jesse Kiboko,

* Nothing new to report
* They haven’t met yet

1. **New Employee Orientation** – Lindsay Solomon, Karen Ludwig, Mia

* Per Mia, orientation is changing so it’s not so repetitive
* The tour on the bus will be longer and more detailed
* They will probably show the video that was presented at President Satterlee’s address
* Next meeting is happening in September

1. **Parking Advisory Board and Appeals** – Frank Goldberg,

* Nothing new to report
* They haven’t met yet

1. **President’s Cabinet** – (Executive Officers) Mia, Julie, Guy

* They haven’t met yet
* President Satterlee is revamping how these meetings are held

1. **Student Conduct Board** – Mary Thompson, Cody Sparrow, Lindsay Solomon

* Nothing new to report

1. **Red Hill “I”** – Stephanie Foreman, Christina Reddoor

* Stephanie attending the meeting, Stuart Summers is the Chairman
* They are waiting on a soil sample before they can create a timeline
* Initial estimate is $200,000
* They are going to be creating a website for the public = isu.edu/redhill

**Roundtable Discussion:**

* Ginny (Marketing), working on Homecoming. There will be no more official themes. Promotional video in the works starring Benny the Bengal. Game day shirts are available in the bookstore, they are $9.99 each. There are also some new hats available in the bookstore. The employee store is now open, there was an email that was sent out to all employees, and it closes on August 27th. Items are sold at cost.
* Karen (College of Technology), who is our constituency? Mia and Julie are creating a list to share with anyone, but for right now it’s the people you work with and interact on a daily basis. Center for New Directions is hosting S-STEM GIRLS conference, Oct. 16th, will have a bunch of 8th grade girls to attend.
* Sheri (College of Technology), they are super busy and are moving some things. START program, offers a free semester for participants to see what it would be like to go to college. If they wish to continue they get help to apply and get funding. Program has been ongoing for 7 years now, with some students who have gone on to get their Masters, Bachelors, and Associates. They are still dealing with the issues at the Eames building.
* Brady (Career Center), Part-time Job Fair is coming up this month on Aug 29th from 9a-1p. Handshake system to post all kinds of jobs for students. STEM Fair on Oct 10th from 9a-1pm. JcPenny Clothes Up event on Sept. 15th.
* Cody (Athletics), rolling out with the athletes. First football game is on Friday night. Check the athletics calendar for dates, times, and locations.
* Stephen (Rec Center/Reed Gym), busy with all the semester. Getting new machines and new equipment. We are hiring a new custodian. We’d like to see about getting a discount for faculty/staff.
* Joseph (Facilities), cleaning all the exterior windows but if it hasn’t gotten done it will happen next summer. Performing Arts Center has a bunch of new events on their website.
* Mary (Museum), IMNH is the state museum. Free to all ISU students, but asking for a faculty/staff. Works a lot with K-12. Will be working with Idaho Events sometime in Jan/February. Working with Robotics and 3D printing. Working on a virtual museum in the future to get collections out to the work. Muggle Magic will happen in Oct/Nov. Sleepover event in the Spring is being worked on as well. New exhibits have come in so please come by and see the old exhibits as well. Working on getting a state dinosaur and will have an exhibit sometime in the future. Museum is working on their branding so we aren’t being confused with the Museum of Idaho. Next year will be their 85th anniversary and they will be asking for a new building. Several locations are being considered.
* Veronica (Chemistry), new department chair and new instructor. Two faculty came back from sabbatical and one left in July. Outreach through the Chemistry Club.
* Mia (Animal Research Facility), outreach for Laboratory Science. 4th-8th grade on what animal research means to them.
* Jesse (International Programs), lots of new students coming in this semester. Looking for new funding to bring in more students.
* Debbie (I.T.), getting ready to implement a new cloud-based system
* Steven (Facilities), opinions on repaving the parking lots. New trees are going up near Reed gym.
* Sandy (Office of Research), has helped CPI students get jobs at the INL.
* Morgan (Public Safety), new officers out and about. 5 dispatchers went through training in Vegas. 1 motorcycle but 3 officers that trained to drive it.
* Mark (ITRC), ITRC is pretty busy right now. They are now a part of Academic Affairs. New director for e-ISU and he will market ISU everywhere. Upgraded to Moodle 3.5
* Frank (IT), wireless & computer account for all registered students. Comes with a $15 free printing allotment, but can request more with approval. No expiration date for this new policy.
* Amy (I.F. Academic Programs), new person in charge of parking at the Idaho Falls Campus

Announcements: Wear Staff Gear tomorrow for Bengal Wednesday

Next Meeting: September 18, 2018

Adjourn at: at 3:42 p.m.