

Minutes

Staff Council Meeting

November 7, 2006

1:00 p.m.

ACT 16

Type of meeting:	Regular Monthly Meeting
Facilitator:	Kathleen Hedges, Vice President
Note taker:	Barbara Meriwether, Secretary
Attendees:	Ron Arender, Michele Bland, LaMargo Branch, Toni Duperry, Jackie Fain, Colleen Ferguson, Meghan Foster, Brenda Grossie, Kathleen Hedges, Pamela Hill, Priyanka Lalwani, Raymona Kirkpatrick, Barbara Meriwether, Allison Peterson, Teresa Pierce, Tesse Scott, Husain Syed, DeAnna Taylor, and Dr. Victoria McGillin.
Absent:	Jason Brison, Bugg, David, *Liz Davis, Gouin, Luci, *Marlene Heckel, *Raymona Kirkpatrick. <small>*prior notification of absence</small>

Agenda Topics

I. Call to Order

The meeting was called to order at 1:05 p.m. Vice President Kathleen Hedges presided.

II. Reading and Approval of Minutes

Colleen Ferguson made a motion that the minutes of October 3, 2006 be approved as published. Tesse Scott seconded the motion.

III. Treasurer's Report

Expenditures for the month included:

- 1) Travel expenditures for one of our Dallas people;
- 2) Payment for additional Staff Council Tote Bags;
- 3) Encumbrance for Staff Council Badges for future events.

Brenda said the requisition for the badges has been submitted and she will follow up on the approval.

IV. Standing Committees Reports

A. Executive Committee

Dr. Stuart, who was to be our guest at the December 5 meeting, rescinded. Her suggestion was to begin with the Vice Presidents and invite the one taking the highest rated item. Brenda praised the council members on the jobs everyone is doing. Susan Testa and Louis Benavides, Human Resources are trying to secure a training resource center for staff. Also, we are working on program descriptions for HR training.

B. Communications Committee

Dr. Masthead has been contacted on the matter of starting up Staff Council Speaks. Allison has contacted other campuses for information from those sites. She has not received anything from them yet.

Brenda suggested including a blurb on Professional Development Day in the first edition.

C. Elections

None.

D. Human Resources

Committee has not met yet but will be meeting before the next Staff Council meeting. Again, Kathleen, Brenda and Barbara are working, in conjunction with the HR training committee, on developing course descriptions for HR training.

E. Professional Development Day Committee

The date has been set for this year's PDD. It will be on Thursday, May 17, 2007. Tentatively, the theme will be "Meet your Neighbor." The committee's goal is to have the information out sometime in December.

F. Service Committee

The committee has not met yet. They will, however, meet next week, and have several projects to discuss. A sign-up sheet is available for volunteers to work at Convocation on December 16. Any help will be appreciated. Dr. McGillin will have specific details next month on what our duties will be. Professional dress is required.

G. Pioneer Proud

As of now, 154 nominations for the first time around have been received. There are enough gifts for awards, but the logistics for transporting them to Houston and Dallas will need to be worked out.

IV. Old Business

None.

V. New Business/Announcements

New members were introduced and welcomed.

Candy Westbrook, Student Services, asked Kathleen for permission to deliver fliers to SC for assistance in _____. This will open up a new avenue of communication.

Tonie expressed a concern regarding emergency loans from Student Life. They are not able to award loans for the purpose of books. Could there be a way for us to assist these students? Brenda said we need to be careful how we treat this, but said we will look into it and address it appropriately.

VI. Meeting adjourned at 1:30 p.m.

Next meeting: December 5, 2006, at 1:00 PM in ACT 16