

Minutes
March 10, 2022
via Zoom
10:30am – 12:30pm

Members Present: Nick Aballi, Barbara Auman, Robert Bandelt, Rhonda Beecroft, Sarah Ber, Marsha Dull, Teresa Dwyer, Viola Ellis, Nancy Hall, Christine Knight, Todd LaComba, Morgan Leek, Michelle Lewis, Brenda Lower, Pamela Malone, Tina Pitts, Elizabeth Tomlinson, Martha Vaughn, Brooke Young

Members Excused: Eric Aztor, Jamie Hays, Katie Lugar, Alisha Moorhead, Grace Munoz, Angie Napier, Roxanne Torrence

Members Unexcused: Elonda Ervin, Kelly Wright

Guests Present: Alicia Miller

Call meeting to order at 10:37am (M. Leek)

Welcomed our new members that are in attendance.

Guest Reports

Faculty Senate Report

Dr. Keri Yousif, Faculty Senate Chair, keri.yousif@indstate.edu

No Report Available

Questions and answers

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Student Government Association

Austin Nettrouer, SGA President, Austin.nettrouer@sycamores.indstate.edu

No report available

Questions and answers

Human Resources Report

Tami Weinzapfel-Smith, Executive Director of Human Resources, tami.weinzapfel-smith@indstate.edu

Diann McKee, Sr. Vice President of Finance, Administration/Univ Treasurer, diann.mckee@indstate.edu

T. Weinzapfel-Smith

Last week there was a training session with administrative assistants. We heard from them and the Executive Committee that they wanted more training sessions in other areas so we will be working on getting this going. We are open to suggestions about how often to offer this training as well as other areas that should be covered in the training.

Masks are no longer required on campus, however, a mask is still required in the testing area in Dede II.

There have been some employees getting information about the new retirement changes that were approved. We will begin the one on one in person meetings on campus in April.

The communications for performance reviews will be going out soon. There will also be training for supervisors and employees. Evaluations will open on April 1st.

Questions and answers

Approval of Minutes

January minutes were presented for approval. M. Vaughn made a motion to approve the minutes, seconded by B. Tomlinson. Minutes were approved 17-0-2.

February minutes were presented for approval. P. Malone made a motion to approve the minutes, seconded by V. Ellis. Minutes were approved 19-0-0.

Treasurer's Report

The treasurer's report was presented for discussion.

Executive Committee Report (M. Leek)

Save the date for the Annual Meeting is May 12 in the Sycamore Banquet Center from 10:00am – 12:00pm. We are working on collecting door prizes. More information will be coming out soon. Our May regular Council meeting will be moved to May 5th at 10:30am in Dede III.

New business

There was no new business

Old business

There was no old business to discuss

Standing Committee Reports

Staff Relations

Alicia Miller, Committee Chair, Alicia.miller@indstate.edu

No report available.

Public Relations

Roxanne Torrence, Committee Chair, roxanne.torrence@indstate.edu

Carnation sales will be coming in April for Administrative Professionals Day.

Working on an Easter Egg Hunt for staff. More information will be coming out.

Staff Benefits

Alisha Moorhead, Committee Chair, Alisha.moorhead@indstate.edu

No report available.

The meeting moved to closed session.

P. Malone made a motion to adjourn the meeting, seconded by B. Tomlinson.

Next meeting: **April 14, 2022 in Dede III at 10:30am**