

November 9, 2017

In Attendance: A. Wright, A. Napier, A. Brickey, B. Overpeck, B. Phillips, C. Rohlfing, C. Clark, C. Middleton, D. Woolard, E. Boyer, J. Hays, K. James, M. Collins, M. Chase, M. Lewis, P. Malone, P. Bolton, R. Beecroft, R. Torrence, S. Froderman, S. Crist, T. Cherry, T. LaComba, T. Everett, Y. Barnhill.

Excused: A. Moorhead, E. Chaqra, J. Ornduff, L. Chaqra, R. Murdock.

Guests: Wil Downs, Dan Bradley

The meeting was called to order at 10:32 a.m. and opened with recognition of the recipients of the staff scholarship. Gifts in appreciation of their service were also presented to President Bradley and Wil Downs.

Human Resources Report -W. Downs- Open enrollment for our health insurance plan ends November 23rd. A representative will be on campus from Aeon today and tomorrow to discuss the high deductible plan with interested parties. New prescription cards have been mailed out since we have switched to Caremark. Winter recess this year will be December 23rd through January 2nd. Y. Barnhill asked why the position was being changed from an Associate Vice President to an Executive Director. B. Phillips stated that the search committee had been informed that this would give the new employee a chance for advancement. W. Downs confirmed this. Y. Barnhill also stated that although salaries are up across campus according to the Board of Trustees report, staff salaries are decreasing. W. Downs replied that his only guess is that there are not as many regular employees in these positions, but the definitive answer would need to come from Diann McKee or Chip Rogers. Y. Barnhill asked if the employees from the Development area report to Diann McKee. W. Downs responded that the report to President Bradley. Y. Barnhill then asked if Ron Carpenter was leaving the foundation, and if so, is that position going to be absorbed or replaced? W. Downs replied that that was a question for President Bradley.

The September meeting minutes were approved with one minor correction (AB/SF 24-0-1).

The October minutes were approved (SC/PM 21-0-3).

Treasurers report – New expenses are listed for the recognition banquet. Profits for the ornament sales are expected to be roughly \$1500.

Executive Committee – The subcommittee on revisions to OIT policies met and gave suggestions to L. Spence. Y. Barnhill asked if there is a social media policy in effect. B. Phillips will address that issue with L. Spence. The United Way fundraiser for the year will be another T-Shirt sale. The order survey should be available soon. Members also discussed supporting a program from Residential Life that purchases gifts for children of ISU employees. R. Torrence will pass along information on the Residential Life Angel Tree to interested members.

Committee Reports –

Employee relations – Employee relations was charged with finding ways to improve the retention and morale of staff. The first suggestion is a Staff Appreciation day at one football game and one basketball game. There would be free admission to the game with a staff ID, and staff members would be asked to stand and receive recognition during the game. The second suggestion is an additional discount for employees at Barnes and Noble. The third idea would be an announcement in ISU Today thanking staff members for their service. It was also suggested that an email from Staff Council be sent with the same message, as well as a welcome back email.

Public Relations –Homecoming Spirit Week had over 200 participants! Prizes were donated by Student Affairs. Winners of the office participation award were School of Nursing for their Pink Day photograph. Winners of the individual prizes were Alisha Moorhead (Library) & Jennifer Boggs (Res Life). Homecoming Parade – We had more than 20 individuals walk with the Staff Council in the parade. We appreciate Rhonda Beecroft and her husband for handling the tram this year. Harvest Party – We applied many of the suggestions from last year’s survey. Trick or treating was a success – each restaurant in the commons that was open participated! We had 128 attendees and this year’s survey results will be applied to next year as well. We are looking for ideas on toddler games; please email suggestions to Audre.brickey@indstate.edu. Ornament Fundraiser – We have sold out of the Snowflakes and the Home designs. We still have several Sycamore Leaf ornaments with ISU written on them for sale. Future Events – we are working on spring fundraisers and events including a Chair Massage fundraiser, Hoopla window painting, and Earth Day.

Staff benefits - The committee is working on the project of reviewing the benefits on the HR website. They are also looking into the loan forgiveness plan for staff, as well as the evaluation process. Any suggestions or recommendations can be sent to Sarah Ber.

Closed session began at 11:22.