

Staff Council Meeting Minutes – August 14, 2014

1. **Call to Order:** Misty called the meeting to order at 2:03 p.m.
2. **Attendance:** Dana Melcher from Scholarship Services visited meeting to assist with Tuition Scholarship information.

2014-2015 Staff Council Member	Term	EEO Category	Present	Meetings Held Since June 2014	Meetings Attended Since June 2014
Bedwell, Larry	2016	SSC	Y		3
Cornelsen, Kimberly	2016	1	N		2
DuMenil, Carley	2016	3	N		1
Elms, Johnna	2016	4	Y		3
Johnson, Alicia	2016	1	Y		3
Imke, Julie	2015	1	N		2
Machado, Ricardo	2016	SSC	Y		3
McDonald, Rana	2015	3	Y		3
McFadden, Michelle	2015	1	Y		3
Parker, Aaron	2015	7	Y		1
Riggs, Cindy	2016	SSC	N		2
Rueda, Misty	2016	3	N		1
Stocker, Betty	2016	4	Y		2
Story, Johnny	2016	3	Y		3
Swindell, April	2016	3	Y		2
Thompson, Cindy	2016	SSC	Y		2
Tonne, Betsey	2015	4	Y		2
Warren, Becky	2016	3	Y		2
Zellers, Barb	2015	5	Y		2

3. **Review of Minutes from meeting:**
 - a. July 10 minutes: April Swindell moved to accept the minutes as written/mailed, and Betsey Tonne seconded. All voted to approve the minutes as distributed.
4. **Treasurer's Report:** April reported on the various accounts. Aaron Parker moved to accept the Treasurer's report as submitted, and Rana McDonald seconded. All voted to approve the Treasurer's report as submitted.
5. **Old Business:**
 - a. **Employee of the Month:** Wendy Vanlandingham August's EOM.
 - b. **Employee of the Year Reception:** As anticipated even with cutting back on the ice cream order there was still 1 tub left over. The cost for the ice cream and toppings was \$391; it was suggested that next year effort be made to get the ice cream donated; by Plains Dairy.
6. **c. Blood Drive:** The total number of donations was 50 for the two drives this summer. Last year the number was 37. The possibility of having offices across campus donating \$1 for each eligible donor (students, faculty and staff) next summer was discussed.
 - d. **Staff Council Sub Committees:** Homecoming Committee and Staff Appreciation committees were meeting right after the Staff Council meeting. Staff Development tabled meeting until the semester starts. A motion to combine the Tuition Assistance and Scholarship Committee was made by April Swindell and seconded by Betsey Tonne.

e. Tuition Assistance Appeals: Updates to both the Tuition Assistance Fund and the Staff and Faculty Endowed Scholarship were proposed and discussed. A grammar correction was made and Dana Melcher talked about the current appeal guidelines and the need for clarification on the instruments which would make for less appeals.

Some of the changes include: eligibility preference to those seeking first bachelors or first masters and from WT. Last day to apply for assistance will be the last day to enroll in a class. Degree that is being sought must be from WT.

f. Marketing for promotion of Staff Council: Getting someone from Staff council on next year's video for "I AM WT", Larry Bedwell will ask the Peer Leaders to mention Staff Council as a possible giving opportunity.

7. New Business:

a. **Marketing for promotion of Staff Council:** Marketing and promotion of Staff Council as part of the "I am WT campaign" was talked about. April volunteered to work on a creative flyer to send to all campus and to check with development about getting Staff Council listed a possible choice for those wishing to contribute through the "I AM WT" campaign.

b. **SSC Recognition:** Misty visited with Tracy and starting in May, SCC will have recognition, unfortunately, it couldn't be part of August's meeting because the meeting is already long.

c. **Moving Interest Money to Principle:** Betty asked if the amount needed to making the endowment an even \$100,000 could be transferred from the interest expendable. Misty said she would check with Mark Hiner and/or Rick Johnson.

d. **VP:** VP to replace Carley DuMenil was mentioned and those eligible to fill the spot; voting via e-mail was mentioned and will be sent by Misty Hobbs.

8. Adjournment: Motion to adjourn the meeting was made by Aaron Parker and Barb Zellers seconded. Misty adjourned the meeting at 2:30 p.m.

Next Staff Council meeting is Thursday, **September 11th**, in the Buff Branding Room (Rm. 12) of the JBK.

Respectfully submitted by Betty Stocker, Secretary