

**ADMINISTRATIVE/PROFESSIONAL STAFF COUNCIL**  
**2016-2017 Meeting Minutes**  
**March 15, 2017**

1. The meeting was called to order at 1:00 p.m. by Chair Rod Sievers.

2. **ROLL CALL**

Members Present: Shane Bennett, Todd Bryson, Brad Dillard, Elyse Hiller, Kathy Jones, Cristina Pisoni, Jeff Reece, Kim Sanders, Rod Sievers, Matt Sronkoski, Kim Taylor, Jasmine Winters

Member Absent with Proxy: Wayne Glass (Kim Sanders proxy), Casey Loman (Melanye Merrill proxy)

Members Absent: Jamie Conley-Holt, Tamarah Cook, Cordy Love, Kaila Tyner, Melinda Yeomans

Visitors: Pat Latch (Human Resources), Tara Moore (Human Resources)

3. **MINUTES**

January and February minutes will be approved at the April meeting.

4. **ADOPTION OF MEETING AGENDA**

A motion was made by Shane Bennett and seconded by Kim Taylor to adopt the meeting agenda. Agenda adopted unanimously by voice vote.

5. **REPORTS**

**5.1 Chair**

R. Sievers reported the Constituencies Heads meeting is March 28<sup>th</sup>.

**5.2 Board of Trustees**

The meeting is scheduled for April 6<sup>th</sup>.

**5.3 Human Resources**

T. Moore, as requested by the Staff Welfare Committee, reported on the donation of sick time to a sick time bank. Other universities have this benefit to help employees who have exhausted all sick and vacation time. The interested employees must donate at least one sick day each year. The employee in need would be given up to 20 days (if the days were available in the bank) after all of their vacation and sick time was depleted. She also mentioned A/P staff have 43 days of sick time to help bridge the gap to disability. The employee must be off 60 calendar days before he or she is eligible for disability and must have exhausted all of his or her sick time. HR does not have the work force at this time to devote to implementation of a sick time bank. At other universities this job is anywhere from 20% to 100% of an employee's duties. Prior to this proposal, Human Resources reviewed similar proposals in 2001 and 2004. M. Merrill will ask Human Resources for the past proposals. Human Resources does not have any recommendations at this time.

#### **5.4 Representative to University Committees**

T. Bryson reported for the Chancellor Search Committee. The committee has conducted skype interviews and made recommendations to bring candidates to campus.

T. Bryson reported for the Diversity Committee. The committee has received 500 responses from the survey sent to faculty and staff. The committee has received 2000 responses from the survey sent to students. The chancellor met with the committee and discussed a timeline and plan. The committee meets every other Monday. The committee will begin writing their proposal after evaluating all responses.

#### **5.5 Standing Committees**

##### **5.5a Executive Committee**

No report.

##### **5.5b Committee on Committees**

No report.

##### **5.5c Constituency Relations**

E. Hiller reported the committee met to discuss the spring event. The committee is working on having the event at the Fermentation Science Institute. Attendance at the event has been low over the past few years and the committee hopes the change of venue will attract more employees. Once the winner of the Staff Excellence Award is notified, the committee will finalize a date for the spring event.

##### **5.5d Operating Paper**

No report.

##### **5.5e Staff Benefits**

The committee wants to proceed with sick time bank proposal.

##### **5.5f Staff Welfare**

No report.

#### **6. Old Business**

R. Sievers reported he appointed an Ad Hoc Election Committee. The following are the representatives: J. Winters, K. Sanders, J. Conley-Holt, T. Bryson, C. Pisoni and R. Sievers. Each sector with an open position has an appointed representative. The representatives need to review the call for nominations and recruit candidates. The error in Sector 7 was corrected to elect two representatives. The call for nominations is open until March 20<sup>th</sup>. The elections will start March 27<sup>th</sup> and close April 3<sup>rd</sup>.

#### **7. New Business**

Happy Hour at Pinch Penny Pub on April 4, 2017

#### **8. Announcements**

#### **9. Adjournment**

T. Bryson made a motion to adjourn, seconded by S. Bennett. Meeting adjourned.

