

**ADMINISTRATIVE/PROFESSIONAL STAFF COUNCIL**  
**2015-2016 Meeting Minutes**  
**May 18, 2016**

1. The meeting was called to order at 1:00 p.m. by Chair Charlotte Sarao.

**2. ROLL CALL**

Members Present: Shane Bennett, Todd Bryson, Wayne Glass, Jaime Conley-Holt, Elyse Hiller, Kathy Jones, Casey Loman, Cordy Love, Melanye Merrill, Cristina Pisoni, Jeff Reece, Kim Sanders, Charlotte Sarao, Rod Sievers, Matt Sronkoski, Kim Taylor, Kaila Tyner

Members Absent with Proxy:

Members Absent: Tamarah Cook, Brad Dillard, Melinda Yeomans

Visitors and Guests: Tracy Bennett (Human Resources), Jasmine Winters

**3. MINUTES**

The minutes from the Council meeting on April 20, 2016 were presented. A motion to approve the minutes was made by T. Bryson and seconded by M. Sronkoski. Minutes approved unanimously by voice vote.

**4. ADOPTION OF MEETING AGENDA**

A motion to adopt the agenda was made by S. Bennett and seconded by K. Taylor. Agenda adopted unanimously by voice vote.

**5. REPORTS**

**5.1 Chair**

C. Sarao reported that Constituency Heads and EPBC has not met and thanked the Council for the opportunity to serve as Chair for the past year.

**5.2 Board of Trustees**

C. Sarao reported that the Board of Trustees met on May 5, 2016 ([audio recording of BOT meeting](#)); the next Board meeting is July 14, 2016 at Springfield School of Medicine.

**5.3 Human Resources**

T. Bennett reminded the Council that Benefits Choice ends May 31, 2016.

T. Bryson stated that he had heard that the cost of benefits is going to be raised. T. Bennett responded by saying that this issue is currently under negotiations and the "word on the street" is that premiums will go up significantly; the understanding is that once the cost of benefits is determined, it will be retroactive to July 1, 2016.

**5.4 Representatives to University Committees**

**5.5 Standing Committees**

**5.5a Executive Committee**

T. Bryson reported that the EC met on May 9, 2016, reviewed the agenda and minutes.

**5.5b Committee on Committees**

T. Bryson reported that the committee has not met since the last meeting. ([Attachment A](#))

**5.5c Constituency Relations**

C. Pisoni presented the committee's final report ([Attachment B](#))

**5.6d Operating Paper**

C. Sarao reported on behalf of the committee and presented the OP revisions for a vote. ([Attachment C](#))  
A motion was made and seconded to approve the OP revisions; approved unanimously by voice vote. The committee's final report was provided to the Council on the meeting agenda. ([Attachment D](#))

**5.5e Staff Benefits**

M. Sronkoski presented the committee's final report. ([Attachment E](#))

**5.5f Staff Welfare**

Final report ([Attachment F](#))

**6. Old Business**

**7. New Business**

C. Sarao presented certificates of appreciation to the Executive Council and Committee Chairs. T. Bryson presented C. Sarao with a certificate and plaque of appreciation for her service on the Council and for Chair of the Council for the past year.

**8. Announcements**

**9. Adjournment**

Motion was made by R. Sievers to adjourn the meeting. Seconded by E. Hiller. Meeting adjourned.