



**Classified Staff Council  
Meeting Minutes  
February 18, 2015 at 10:00 a.m.  
Student Recreation Center**

**Present:** Lisa Bowen, Deborah Carden, Terry Carver, Tammy Corpe, Kathy Dean, Karyn Dutridge, Yolanda Flores, Janet Garber (Chair Elect), Linda Hamman (Secretary), Roger Heminger, Mark Henning, Gail Houtz, Belynda Hummel, Deb Lowery (Chair), Norma Lybarger, Tina Martini, Jen Moore, Faith Olson (Treasurer), Karen Schwab, Jeremy Joseph (ASC)  
**Unexcused:** Adriann Staron, Teresa Mayo

Meeting was called to order at 10:00 a.m.

**Secretary Report (Approval of Minutes)**

- K. Dean made a motion to approve the minutes from January. Y. Flores seconded. Motion passed. Minutes were approved.

**Treasurer Report - F. Olson**

- F. Olson reported that there is \$1600 in operating. The carry forward is \$3200. In the foundation account, there is over \$101,000 in the classified staff scholarship savings account (corpus). The spendable side has \$2403. There is \$4897 in the classified staff special events account.

**Meeting with Human Resources**

- A handout was given to CSC members of changes that were made in the CS Handbook. Individuals will meet to discuss with HR the changes that were made.
- Classified staff advancement was discussed. CSC/HR will pick a few classifications and factor in what would be needed for an individual to advance. AON Hewitt will give input – a template that can be followed. CSC will then work on the rest of the job classifications for an advancement pathway. This project will not be started until June/July due to the May 2015 launching of the HCM component of People Soft.

**New Business**

- D. Lowery and J. Garber attended the University Council meeting.
  - The College Credit Plus Program will replace the Post-Secondary Enrollment Options Program (PSEOP).
  - Dr. John Fischer, Vice Provost for Academic Affairs, will be hosting a forum on College Credit Plus at 2:30 p.m., Thursday, Feb. 19, in 228 BTSU.
- G. Houtz is serving on a new committee established by President Mazey.
  - The committee will discuss Performance Based Budgeting. CSC representatives provided discussion items for Gail to take with her to the meetings.
- S. Stoll sent out an email regarding outsourcing the Bookstore. Ten bids have been received.
- Several individuals on campus have been contacted regarding interest in a union on campus.
  - Union officials are not allowed to contact employees during business hours.
  - Individuals should be very careful and be informed of their decision.

**Old Business**

- It was discussed as to whether or not the scholarship committee should prioritize CS employees and dependents who are close to graduating due to the new fee waiver policy that will take effect in May. CSC voted to leave the criteria the same.

**Administrative Staff Council** – Jeremy Joseph

- The speaker for the February meeting was Sherri Stoll.
- Sherri discussed the budget, sick leave, vacation pay out, professional development, and incentive based budgeting.
- The ACS brown bag luncheon was February 17. Karyn Smith from Recreation and Wellness presented.

## Committees

- K. Dean reported that the CIO Advisory Board met on February 17, 2015.
  - HCM upgrade was discussed. The cutover date is May 26. Training and open forums will be coming up.
  - Working on new project for guests so that when guests come to campus they will have access to wireless internet.
  - E-campus is the new campus that is going to start summer of 2015, which will offer two eight week sessions per semester.
  - Active learning classrooms were discussed. More will be built this summer.
- K. Schwab reported for the Election Committee. She will be sending out information for self-nominations in March. One seat in the Provost area was lost as there are now 199 employees in that area.

Dave Hollinger gave a presentation on the renovations at the Student Recreation Center. A tour was given after the presentation.

## Announcement

- Next meeting is March 18, 2015, at the TV station.

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- **Locations for 2015 CSC Meetings.**

<u>WBGU-TV Station</u>		<u>March 18, 2015</u>	<u>10am – noon</u>
<u>Bowen Thompson Student Union</u>	<u>Union 316</u>	<u>April 15, 2015</u>	<u>10am – noon</u>
<u>Awards Ceremony</u>	<u>Olscamp 101</u>	<u>May 20, 2015</u>	<u>10am – noon</u>
<u>Bowen Thompson Student Union</u>	<u>Union 316</u>	<u>June 17, 2015</u>	<u>10am – noon</u>

**Meeting adjourned at 11:30 a.m.**

Linda Hamman  
2/26/2015