



## Staff Council Meeting Minutes July 21, 2021 – Grimes Haus

**Members Present:** Sherry Dockery, Kathy Oeth, Michelle Herrmann, Bryce Anker, Terri Alvey, David Huebner; Incoming – Jessica Adler, Charlie Walton, Cindy Braker, Rhonda Moore, Jamie Curry, Stephanie Wildeman, Greg Orth, Kimberly Tanner, Sharri Herriott, James Wethington, Terri Kendall, Tyler Rapp, Dawn Paris, Tammy Jewell, Gloria Butz, Shawn Williams, Rhonda Woolsey, Pam Kobe

I. Retreat began at 8:30 with a carry-in breakfast and binder/documentation distribution. Terri Alvey presented out-going representatives with certificates of service and introduced incoming Chair Rhonda Woolsey.

II. Approval of Minutes - Minutes of 3gge002 (i)-3..3 ( ( n)10.6n)-0.i.3 (t3(u)-0.2 w)i)4r)-23 ( ( p ( ( a (ge)4)-6TJ004 Td(5j

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ion and vote to adjourn.

n up and dismissal at 1 pm.



Staff Council Meeting Minutes  
August 19, 2021 – Virtual

Members Present: Jessica Adler, Cindy Brauer, Rhonda Moore, Stephanie Wildemain, Kerly Tanner, Terri Kendall, Dawn Paris, Tammy Jewell, Gloria Butz, Shawn Williams, Rhonda Woolsey, Pam Kobe

Also present: Sarah Will, Assistant Director of Human Resources

Absent: Charlie Walton, Jamie Curry (Jessica Adler in for Jamie Curry as the Chair of the Employee Relations Committee), Amanda Mitchell, Greg Orth, Sha Herriott, James Wethington, Tyler Rapp

- I. Meeting began at 1:00 PM with a call to order and roll call.
- II. Approval of Minutes - Minutes of July 21, 2021 meeting reviewed by council, accepted as written with a motion by Shawn Williams and seconded by Jessica Adler.
- III. Discussion of Open Issues with Committee/Representative News - The secretary of the Employee Relations Committee is Rhonda Moore. Reminder for the committee to vote for Committee Vice Chairs, and possibly Webmaster. The Bylaws Update included proposed language changes and the committee name update of the Benefits and Communication Committee. The addition of two Staff Council positions to the Bylaws was suggested (Equity, Diversity, and Inclusion Representative and Safety Representative), as was the removal of the list of specific annual events since those lists are included in each committee's descriptions. Dawn Paris moved to accept the additions to the Bylaws with the changes suggested. Jessica Adler seconded the motion, and the motion was passed. For the Web Site update, a plan was discussed to acquire access. The Employee Relations update included the implementation of Quarantine Care Packages, the flier for that cause, and possible incentives for employee donations. The Fall Decorating Contest was voted to remain a virtual event following a motion by Shawn Williams, and seconded by Cindy Brauer. The Equity, Diversity, and Inclusion update.



Staff Council Meeting Minutes  
September 16, 2021 – Virtual

Members Present: Cindy Braker, Jamie Curry, Tammy Jewell, Terri Kendall, Pam Kobe, Amanda Mitchell, Rhonda



Staff Council Meeting Minutes  
October 21, 2021 – Virtual

Members Present: Jessica Adler, Cindy Braker, Gloria Butz, Jamie Curry, Sharri Herriott, Tammy Jewell, Terri Kendall, Pam Kobe, Amanda Mitchell, Shelby Scott, Charley Walton, James Wethington, Stephanie Wildeman, Rhonda Woolsey  
Absent: Rhonda Moore, Greg Orth, Dawn Paris, Kimberly Tanner

- I. Meeting began at 1:00 PM with a call to order and roll call.
- II. Approval of Minutes - Minutes of the September 16, 2021 meeting were reviewed by council, and approved as written with a motion by James Wethington and seconded by Jessica Adler.
- III. News from the Chair Included the presentation of our new Vice Chair, Jessica Adler, and the announcement that Tyler Rapp will be taking a position elsewhere. We are now 2 staff council members short of the goal of 20 members, and are actively seeking to recruit new members.
- IV. Committee/Representative News - The Presidential Task Force and Provost Council updates will occur after they meet again. The President's Council update included the issue of student enrollment and retention. The Employee Relations Committee - Jamie Curry updated the council on the status of the Covid Care Packages, Fall Decorating Event, and the Giving Tree. Help will soon be needed to prepare the bags for the Covid Care Packages, and for the tasks involved in the Giving Tree. A motion to use the Covid Care Package funds to fund the 100 bags and allocate the rest of the funds to Archie's Closet was passed after being made by Stephanie Wildeman and seconded by Jamie Curry. The motion was passed to get the Giving Tree applications out in early November; include the hybrid option of receiving gift cards, gifts, or both; and get the online fundraising sheet up by mid-November with Cindy Braker making the motion, and Jamie Curry seconding it. Tammy Jewell gave the update for The Beret and Communication Committee in place of Dawn Paris. Work is on TCn, a 7.6 (o) - 0.7 (g) 10.6 ung te get wrkooeeng it







Staff Council Meeting Minutes  
November 18, 2021 – Virtual

Members Present: Jessica Adle, Gloria Butz, Jamie Curry, Tammy Jewell, Terri Kendall, Pam Kober, Amanda Mitchell, Rhonda Moore, Dawn Paris, Shelby Scott, Charri Herriott, James Wethington, Stephanie Wildeman, Rhonda Woolsey  
Also present: Administrative Site Representative Steven Stump, and Guest Speaker President Rochon  
Absent: Cindy Brake, Charri Herriott, Greg Orth, Kimberly Tanner

- I. Meeting began at 1:00 PM with a call to order and roll call.
- II. Approval of Minutes - Minutes of the October 21, 2021 meeting were approved after being reviewed by council, with a motion by Tammy Jewell and seconded by James Wethington.
- III. News from the Chair Included the US Staff Council Giving Tree update. 62 families including 61 children are receiving assistance this year. Members are needed on Friday, December 10.

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V.

Guest Speaker President Rocho answered questions from the Staff Council members and provided information on current topics of interest. He has a goal to bring greater equity across campus by providing a raise for the entire campus at the end of this fiscal year. He discussed a plan for a new trail system on campus for hiking and mountain biking, which will significantly help with student recruitment. The Exploratory Committee for the Division 1 Athletics Classification is in the process of drafting now, and will be getting those facts with "pros and cons" to employees. That will be followed with an employee survey. He wanted us to know that the Division 1 Conference approached USI and invited us to be in their conference as they think that USI is an attractive campus to students, athletes, and coaches. He discussed the USI mask mandate, and reminded us that we want to deescalate any confrontation regarding masks. We need to continue to be aware of the possibility of a federal vaccine mandate, as we need to maintain federal and state compliance as a public state institution. For a few specific questions, Dr. Rochon provided the names of the appropriate employee contacts to get in touch with.

VI.

New Business- Rhonda Woolsey is working on creating step









Staff Council Meeting Minutes  
April 21, 2022 UCW 22627

Members Present: Gloria Butz, Jamie Curry, Sharri Herriott, Tammy Jewell, Terri Kendall, Amanda Mitchell, Pam Kobe, Greg Orth, Dawn Paris, Kimberly Tanner, Charlie Walton, Stephanie Wildeman, Rhonda Woolsey.  
Absent: Jessica Adle, Cindy Braker, Emily Brinkmeyer

- I. Meeting began at 1:00 PM with a call to order and roll call.
- II. Approval of Minutes - Minutes of the March 17, 2022 meeting were approved after being reviewed by council, with a motion by Rhonda Woolsey and seconded by Gloria Butz.
- III. News from the Chair Rhonda presented the take-away messages from the Town Hall meeting. The most requested topic by employees to be addressed was flexible schedules. At the Town Hall meeting, Dr. Rochon discussed the significant manpower needs necessary to put flexible schedules in place, and currently USI does not have that required manpower. He also addressed how he would like to find an alternative that would be available to any employee on campus rather than to a limited number of employees. The administration is reviewing the 70-page flexible module proposal provided to them by the Administrative Senate. Other issues addressed at the Town Hall and reviewed for the Staff Council were improvements of infrastructure, marketing, recruitment of non-traditional learners, resuming employee travel, the beginnings of an agricultural program, and the need to keep the masking signs up since the rate of transmission of the Covid 19 variants in the near future is unknown. The plans for the Unsung Eagles Day were discussed, as were the specifics of forming the Staff Council Election Committee.
- IV. Committee/Representative News Rhonda Woolsey provided updates on the Presidential Taskforce and the President's Council. The Presidential Taskforce hasn't met since the previous update. At the April 5<sup>th</sup> meeting of the President's Council, included a discussion of student mental wellness, the Administrative Senate proposal, and the potential of a floating holiday. The Employee Relations Committee Jamie Curry discussed the Unsung Eagles Event, which is April 28. The Benefits and Communication Committee Dawn Paris reported on their current work on 3 proposals regarding: vacation, payment of stipends to staff, and Facilities and Operations issues to address.
- V. New Business - The student enrollment numbers are up and are higher than was expected. It will be the biggest freshman year at USI. The numbers are up for admissions, and also graduate students. Opened to the floor: Motion to adjourn by Rhonda Woolsey, seconded by Pam Kobe, followed by adjournment.





Staff Council Meeting  
Minutes May 23, 2022  
UCW 22627

Members Present: Jessica Adler, Cindy Brake, Emily Brinkmeyer, Jamie Curry, Sharri Herriott, Tammy Jewel, Pam Kobe, Greg Orth, Dawn Paris, Charlie Walton, Stephanie Wildeman, Rhonda Woolsey.

Absent: Gloria Butz, Terri Kendall, Amanda Mitchell, Kimberly Tanner

- I. Meeting began at 1:00 PM with a call to order and roll call.
- II. Approval of Minutes - Minutes of the April 21, 2022 meeting were approved after being reviewed by council, with a motion by Rhonda Woolsey and seconded by Bobbie (r) Tc (r) 1.6 a (e)-3 (r) T 0 Tc 0 T



Staff Council Meeting  
Minutes June 16, 2022  
UCE2207

Members Present: Cindy Braker, Gloria Butz, Emily Brinkmeyer, Jamie Curry, Tammy Jewell, Pam Kobe, Amanda Mitchell, Greg Orth, Kimberly Tanner, Charlie Walton, Stephanie Wilder, and Amanda Woolsey.

Absent: Sharri Herriott, Terri Kendall, Dawn Paris

- I. Meeting began at 1:00 PM with a call to order and roll call.
- II. Approval of Minutes – The minutes of the May 23, 2022 meeting were approved with a motion by Charlie Walton and seconded by Amanda Mitchell.
- III. Committee/Representative News