STAFF COUNCIL
APPALACHIAN STATE UNIVERSITY
Minutes of the Meeting Held February 10, 2009
(Approved March 10, 2009)

PRESENT: Katherine Alford, Diana Barbee, Wes Berry, Erin Carpenter, Sarah Chapman, Bob Charlebois, Lou Ann Church, Kay Clark, Betsy Craft, Donna Davis, Kathy Deas, Monique Eckerd, Gloria Eggers, Peggy Eller, David Freeman, Tony Grant, Alice Gryder, Monica Harless, Sandy Hicks, Natalie Hill, Susan Hisle, Edward Hyle, Tami Johnson, Candice Jones, Kim Jones, Kathy Mann, Denise Marsh, Jennifer Maxwell, Patrick (Ex-Officio) McCoy, Jackie McInturff, Seth Norris, Chris Popoola, Jenny Primm, Tanya Randall, Kathy Ray, Monica Rose, Amy Sanders, Barbara Scarborough, Stacy Sears, Jamie Seay, David Shervington, Kevin Snook, Krystal Stewart, Jamie Tedder, Marlena VanVliet, Janice Voss, Charles Wallin, Angela Wood, Laura Young, Vickie Young, Cathy Ziegler

EXCUSED: Chris Bledsoe, Judy Cereghino, Thomas Dedge, Sali Gill-Johnson, Wanda Hamilton, Kristin Hyle, Loretta Link, Carol O'Saben, Cathy Scott, Janice Smith, Shelley Wainscott Wallin

ABSENT: Carol Anderson, Elaine Berry, Michelle Boisclair, Pam Cline, Laurel Elam, Peggy Ellis, Jane Fitchlee, Debbie Gragg, BR Hoffman, Kathy Howell, Julie Huffman, David Jamison, Sharon Kincaid, Diane Lowenberg, Mark Lunsford, Clinton Marsh, Carolene McGlamery, Dee Pelliccio, Rob Robertson, Janet Seatz, Jeff Tickle, Robin Waters, Lisa Watson, Ezell Williams, Todd Williams, Fran Wilson, Kelley Wolcott

GUESTS: Lisa Moore, Molly Kadyk-Bruch, and Alyson Ebaugh

1. Stacy called the meeting to order and welcomed all members and guests.

2. Presentation by Sherri Wilson, Director Health Promotion:
   - Gave an overview of Worksite Health Promotion
   - Health Promotion is currently looking to hire an exercise coordinator
   - Reviewed services provided by ASU’s Health Promotion, location, and hours; major components are health screenings, fitness classes, fitness facility, and outreach
   - Announced new blood tests being offered beginning in March 2009
   - A complete copy of the presentation can be found at http://staffcouncil.appstate.edu/files/filecabinet/folder45/SC_HealthPromo_021009.pdf.

3. It was moved (Bob Charlebois) and seconded (Cathy Ziegler) that the minutes of the January 13 meeting be approved. Motion carried.
4. Janice Voss reviewed the budget and made note that the assets were not yielding in our endowment account. It was moved (Laura Young) and seconded (Chris Popoola) that February’s Treasurer’s Report be approved. Motion carried.

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Number</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td>109130</td>
<td>$ 3,766.84 *</td>
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**Special Funds Accounts**

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<tr>
<th>Account Name</th>
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<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Staff Centennial Park (expense allocation of 992561)</td>
<td>227899</td>
<td>$ 264.27</td>
</tr>
<tr>
<td>Children's Shopping Spree Fund</td>
<td>990152</td>
<td>$ 2,252.50</td>
</tr>
<tr>
<td>Associated Scholarship Fund</td>
<td>990155</td>
<td>$ 1,524.90 **</td>
</tr>
<tr>
<td>Receipt Supported Fund</td>
<td>990158</td>
<td>$ 2,218.61 **</td>
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**Foundation Accounts**

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Number</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Staff Centennial Park Project Fund</td>
<td>992561</td>
<td>$ 641.25</td>
</tr>
<tr>
<td>Foundation Staff Council Shopping Spree Fund</td>
<td>992568</td>
<td>$ 205.00</td>
</tr>
<tr>
<td>ASU Staff Endowed Scholarship Fund - Contribution</td>
<td>994931</td>
<td>$ 20,037.63</td>
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<tr>
<td>Endowed Scholarship Fund - Net Assets</td>
<td>994931</td>
<td>$ 19,684.61</td>
</tr>
</tbody>
</table>

* 109130: Additional encumbrances of 1315.30 ($815.30 Updates, $500 for Diversity) = $2451.54
** 990158: Additional encumbrances of $1000 for fund raising = $1218.61

5. Old Business
   A. Name Change for Staff Council – Janice Voss reported on the feedback received regarding changing the name of Staff Council. Of the 17 percent return on feedback, 74 percent was for keeping the name; 13 percent was for changing it if it would provide an advantage to our position in the University, and 13 percent was for changing the name to either Employee Forum or Staff Chancellor Advisory Committee. It was moved (Jenny Primm) and seconded (Charlie Wallin) that we remain Staff Council. Motion carried.
   B. University Forum – Chris Popoola reported on the discussion from the second University Forum held February 3, 2009. She encouraged all who could to attend any future forums that may take place.
      1. Budget cuts were discussed. We are currently at a 6 percent cut which equals to $1.2 million for each percent. There are projections for future cuts of 7 percent.
      2. State Health Plan is also in financial difficulty – Currently $300 million deficit and could be $1.2 billion for the next fiscal year.
      3. Furloughs – Dr. Peacock assured that this was a last resort; must require legislative approval before a furlough is even an option. Patrick McCoy clarified
that even if legislative approval is granted it does not mean President Bowles will use it.

C. Council Concern: Report on Banner / Equal Months’ Pay Issue: Stacy discussed the issue. Prior to Banner system, SPA Subject to Overtime employees received 12 equal paychecks. Once Banner was put in place, employees received checks for hours worked within the month. With further research and discussion, it was determined that employees actually get paid slightly more than the yearly salary. Janice Voss stated that during research they discovered other universities do still pay in 12 equal pay. The reason this is a challenge for the university is if an employee is overpaid, then the university must take that money back. The way it’s currently being done – employees are paid for actual hours worked in a month – prevents this. If anyone still has questions or concerns, Kay Woods, Rick Presnell, and Mike Stanley are more than happy to meet with those individuals one-on-one. If someone is more comfortable filtering their concerns through an officer, feel free to contact one of the officers.

6. New Business
   A. Membership Update: Denise Marsh announced that in March we will open nominations for President Elect, Vice President, Secretary, Treasurer, and Staff Assembly alternate. You can nominate yourself or someone else. If you nominate someone else, you must have their permission. Elections will take place at the April 7 meeting. New officers’ terms will begin with the May meeting.
   B. Fundraising Committee: Candice Jones discussed the Main Street Marketing cards that are for sale. She announced two additional fundraising projects – the Silent Auction during spring Staff Appreciation luncheon and a Walk-A-Thon on March 21, 11am – 2pm at the Holmes Convocation. Plans are still underway for this event. Sarah Chapman discussed the Silent Auction and the need for help to work with the businesses who received letters regarding donations and collect the donations from these businesses. Donations should be delivered to Sarah on the third floor of the JET building.

7. Staff Assembly Update: Stacy gave a report on the recent Staff Assembly meeting.
   1. Budgets cuts were discussed – 7 percent cut and could go to 10 percent
   2. Furloughs were discussed at length; Staff Assembly President is meeting almost weekly with President Bowles.
   3. There is a draft for a state-wide flexible scheduling proposal
   4. Staff Assembly is still working on a tuition waiver proposal and hope to have the proposal ready to give to President Bowles in April

8. Human Resources Update: Patrick McCoy announced that the Work Life Balance Guidelines are on the calendar to discuss during the next Chancellor’s Cabinet meeting.

9. Council Concerns
   1. Several concerns were raised regarding how employees are allegedly being crosswalked incorrectly, or not at the level in which the supervisor believes they should. Staff Council agreed to look into this further to try to answer these questions.
   2. Question on the placement of the scholarship funds and could we not place the funds in another account that would be less risky? Alice Gryder will ask in her office and let us know.
10. Announcements
   Membership was reminded of the following events
   • February 16 Think Pink Double Header basketball game
   • Special meeting of Staff Council on February 17, 1:30pm, Linville Falls Room, to hear a Diversity Task Force presentation from Tracey Wright and Linda Robinson
   • Fundraisers for Special Olympics – February 24 Barbeque at Holmes Convocation, $5 per plate; February 26 Polar Plunge in the Duck Pond for $25
   • Baseball season tickets are on sale now – $40 for staff and faculty
   • Lowes Hardware, who has been very generous with our silent auctions, is having a fundraiser for Muscular Dystrophy. You can purchase a $1 or $5 shamrocks through March 17
   • April Staff Council meeting has been moved to April 7, 421 Belk Library
   • Diversity Celebration on April 7 from 3-9pm in the Student Union. Volunteers are needed.

11. It was moved (Cathy Ziegler) that the meeting be adjourned.