Tuesday, May 17, 2016

Quorum and Call to Order

Chairperson Melissa Harper called the CTS Staff Council Meeting to order at 2:00 p.m. in Dempster 102. CTS representatives in attendance were Autumn Gentry, Melissa Harper, Micheal King, Susan Welker, Kyle VanPool, Lisa Smith, Christine Beardslee, April Sansagraw, Christine Beardslee, and Joyce Loos. Also in attendance were Carol Kitchen, Misti Towe, Randyn Miller, India Hampton, and Carla Burnett.

Human Resources Report

Executive Committee Reports
Melissa (Chairperson’s report):

- We were able to reach some of our 15/16 goals.
  - Staff involvement is up.
  - Attendance is up.
- We are in progress on a few of our 15/16 goals.
  - Marketing is being updated (brochures/web).
  - Training is being worked on from the University as a whole.
  - CTS bylaws are currently being worked on.
- The request for PTO increments has been changed by Dr. Vargas before it goes to the Board of Regents.
  - You will accrue 2 weeks of vacation when you start, plus 1 day for each year have been with the university until 5 year mark.
  - You will accrue 3 weeks of vacation at 5 years, plus 1 day for each year have been with the university until 10 year mark.
  - Once you reach the 10 year mark you will accrue 4 weeks a year.

Autumn (Vice chairperson’s report): none

Micheal (Secretary’s report): none
Standing Committee Reports

Budget (Kim Wilkerson): none

Elections (Autumn Gentry):
Chair- Kyle VanPool nominated Autumn Gentry. Autumn accepted the nomination. Vote was an unanimous approval.

Vice Chair- Micheal King nominated Kyle VanPool. Kyle accepted the nomination. Vote was an unanimous approval.

Secretary- Lisa Smith nominated Carol Kitchen. Carol accepted the nomination. Joyce Loos nominated Micheal King. Micheal accepted the nomination. A paper vote was given, majority vote was in Micheal’s favor.

Treasurer- Kim Wilkerson nominated herself. Kyle VanPool nominated Randyn Miller. Micheal King nominated Carol Kitchen. A paper vote was given, Majority vote was in Randyn’s favor.

Standing Committee Voting

Budget- Randyn Miller was nominated. Vote was an unanimous approval.

Elections- Carol Kitchen was nominated. Vote was an unanimous approval.

Public Relations- April Sansagraw nominated Joyce Loos and Micheal King nominated himself. Vote was an unanimous approval.

Staff Development- Carol Kitchen nominated Misti Towe and Kyle VanPool nominated himself. Vote was an unanimous approval.

Compensation & Benefits- Melissa Harper nominated herself and Susan Welker nominated herself. Vote was an unanimous approval.

Public Relations (Lisa Smith):
- All new employee gifts have been delivered.
Staff Development (Heather Lesch & Micheal King):
  - Staff Day planning is going well.

Compensation and Benefits (Kyle VanPool & Lisa Smith):

**University Committee Reports**
- AQIP (Floyd Lockhart): none

- Athletics Committee (Sherri Jenkins): Sherri suggested that this position should be a 2 year term. As that by the time the person appointed knows what is going on their term is up. (As this is a University committee we can not make changes to terms although we can ask.)

- Benefits Review Subcommittee (Lisa Smith & Kyle VanPool):

- Budget Review (Melissa Harper & Autumn Gentry): none

- Funding for Results (Heather Lesch): none

- Information Technology (vacant): none

- LGBT Initiatives (Kyle VanPool): none

- Staff Recognition Committee (Meredith Coffman): none

- Traffic Appeals Committee (Alicia King & Susan Welker):
  - Updated information coming in June.

**New Business:**
- Elections – see election section above
- Meeting date and times of future meetings. Suggestion was to stay the same and vote was an unanimous approval. Future meetings will still be every 3rd Tuesday in Dempster Hall.