



## July 2011 Meeting Minutes

*Diane Carver—chair \**

*Jason Abston\**

*Cassandra Bailey\**

*Adrienne Browning\**

*April Gaskey*

*Jessica Gibbs*

*Janet Hall\**

*Judy Hatcher\**

*James Kennedy*

*Sophie McAdams*

*Chester McNulty\**

*Casey Scruggs\**

*Retha Spinks\**

*Tanya Vincent\**

\*--attended meeting

Meeting was opened with a discussion of the **SC Book Scholarship**. We agreed to award four scholarships this fall, and discussed dates for submissions. To raise funds, Adrienne Browning suggested we purchase a gas gift card and raffle it off. We agreed to hold the raffle beginning with our August meeting for one month. Tickets will be \$1@ or 6 for \$5. The winner will be announced at the Fall Break Brunch. Adrienne will work on this project and get the tickets prepared for sale.

Committee members were chosen for the **SC and University Committees** on which we have representation. The final list of members will appear on our website once presidential and committee chair approvals are received. Some committees will remain anonymous, due to the nature of their business.

The Council received an email questioning the validity of **mailing parking permits rather than using campus mail**. P&T's Jennifer Tougas replies that the campus mail boxes are not secured, and with the US Mail there is a reasonable expectation of delivery. Their first concern is to get permits to the people who ordered them.

Casey Scruggs previewed the **new SC website**, which will go live soon. We plan to update our membership photos in August. Diane Carver will schedule this. The website will also feature an updated list of vendor discounts offered to WKU employees.

The Council compiled a **list of accomplishments** for last year that will be included in the Fall Break Brunch brochure. They include: The book scholarship; Fall Break Brunch; working w/DFM to clarify overtime requirements, holiday schedule flexibility, working conditions; Staff Satisfaction Survey; discount page updates; Staff Leadership support and the creation of a Facebook page. **Goals for the upcoming year** include: fundraising for the Book Scholarship; completing our web page update; reviewing and updating the current campus smoking policy. If you

have suggestions concerning implementation or enforcement of this policy, please contact [Chester.mcnulty@wku.edu](mailto:Chester.mcnulty@wku.edu).

**Fall Break Brunch** planning has begun. It is scheduled for Thursday, 10/6/11 at the Fresh Food Company. The cost of the Brunch has gone up slightly from last year. To save time at the registration desk, all staff members will be electronically entered into the prize drawing. As in previous years, we will have a DJ and a dance contest. Chester will contact Campus Activities to get this event placed on the University calendar. If your department would like to donate prizes, please contact [Janet.hall@wku.edu](mailto:Janet.hall@wku.edu).

It was brought up that employees at the WKU Farm were required to drive to South Campus to punch in since **they did not have an onsite time clock**. Janet Hall will check with Tony Glisson on this.

The Council requests suggestions for speakers who would like to attend future meetings. Please contact any member if you'd like to present information on your department.

The meeting adjourned at 11am.