

**EASTERN WYOMING COLLEGE
STAFF ALLIANCE
MEETING MINUTES**

March 1, 2017
Tebbet #131
3:00 P.M.

Meeting Facilitator: Ed Meyer

Member Attendance: 9
Executive Member Attendance: 4
Total Attendance: 13

- I. The meeting was called to order at 3:08pm
- II. Kim Jones made the motion to approve the minutes of January 12, 2017 and Tyler Vasko seconded. Motion carried.
- III. JoEllen mentioned the Job Expo is scheduled for March 22nd. Jo Ellen requested any help with the distribution of fliers and also reported that there are 25 business participants this year.
- IV. The Executive Committee met on February 14th. Discussion of "Staff Spotlight" and Staff Alliance Scholarships were held in depth. The committee will bring their thoughts to the general membership.
- V. Sue Schmidt reported that there is a balance in the treasury of \$288.64 with all outstanding expenses for the Holiday Social being paid. There were 2 line items listed that Sue was unsure of so she would get with Lisa for clarification. Sue will also check with the Faculty Senate on getting their donation of \$150 which has not yet been received.
- VI. Unfinished Business:
 1. The Spring Fitness Challenge begins March 5th. Please get your team/individual names and levels to Court/Kim as soon as possible. The date for those to be in has been moved to March 3rd.
 2. Ed Meyer presented us with the new Staff Alliance Web Page so that all could see what it looks like and how to navigate around it. Not all items have been updated on the page but we are working on this. A discussion was held on who would assist in the maintaining of our web page and Kim Jones suggested that Keith Smith would be the obvious person.
- VII. New Business:
 1. Ed gave a summary of the BOT meeting. He reported that Bob Baumgartner was elected as the new member representing the Huntley area. Two faculty members were granted tenure status: Jennifer Minks & Kaitlyn Steben. Human Resources/Payroll were the "Staff Spotlight" for the month of February. Next month will be the Business Office.
 2. Staff Alliance Scholarship Fund – There are different options that the Alliance can take. A matched endowment once \$5000 is collected. Automatic deductions can take place monthly, 4 times a year or yearly. Holly Lara has forms that she can adapt to accommodate these options. We were all instructed to think about this and decide who we want our scholarship to go to and vote on it at the next meeting. Terri Hauf was in attendance to give some information on how these types of scholarships are given and who chooses them.
 3. Administrative Rule 3.8.4 - Discussion was held regarding the change of this rule. The Executive Committee voted and would like to see the age of the benefitted employees' dependents who are eligible for ½ tuition waiver, from 22 years to 24 years which seems to be consistent with the other Committee Colleges. Aaron Bahmer moved and JoEllen seconded the motion that we approve the change to 24 years. All in favor. This will now go the Personnel Advisory Committee and then to President's Cabinet for approval.
 4. Standing Committees - Discussion was held regarding Standing Committees in the college and who should be represented. The Staff Alliance/Professional staff have representation on each of the existing committees. The Alliance was instructed to identify and select a staff alliance member to serve on the Diversity Committee. All staff alliance members who serve on standing committees are responsible for reporting back to this membership.
 5. Staff Spotlight – Discussion was held regarding the Staff Alliance Spotlight mirroring what the Faculty Focus does. Having College Relations print a large colored poster with the featured office(s) and post that in a strategic area in the building. We would purchase the frame and pay the printing costs which would be about \$7.50 per month. The office featured would complete a 5 question template and have their picture taken. Court would review the write-up, prior to sending it to print. The membership was asked to think about where we could post this and bring suggestions back to the next meeting. Kim Jones made the motion to approve this process and Tyler seconded. Motion carried. Kim Jones & Ed Meyer will design the questions to be completed for the template.

VIII. There being no further Items for discussion, Tyler Vasko made the motion to adjourn. Lisa Briggs' seconded. Meeting adjourned at 3:50 pm.

Respectfully Submitted,

Sue Schmidt
Secretary/Treasurer

Kim Russell, Chair