

## MSAC Meeting Minutes Wednesday, July 19, 2006, at 2:30 p.m.

**Present:** Eva Eichinger, Terri Fox, Kris Moloney, Paula Neutzling, Vicki Ryan, Cindi Thompson, Evie Freeman

### ITEM 1:

#### Meeting with the Dean

Evie began our meeting by passing out a sample e-mail letter that will be coming out to staff members prior to the pay letters. She read through the letter for clarification. Paula asked what is used to determine market equity. Evie said that similar positions on our campus are looked at first then similar positions on other regional campuses are used. Cindi commented on questions regarding benchmarks on salaries and how difficult it can be to discuss with some immediate supervisors. Kris asked how salary letter percentages relate to performance reviews and who determines what percentage should be used.

Evie said the next Staff Forum will be held on Thursday, August 24.

Welcome was extended to Paula Neutzling and Hank Thomas for stepping in to fill in the vacancies for Elise Riggle and Scott Savage through Autumn Quarter 2006.

Staff updates on open positions:

- Elise Riggle's position – in the middle of the search
- Scott Savage's position – temporary position will be set up
- New Development Director – search is just beginning
- Roger Smith – will be the University Relations person

More will be discussed on the new Development Director's position at the staff forum.

There is a major development campaign coming soon.

A new partnership involving OSUM, New Hope, NCSC, and Pioneer Career & Technology Center is in the works and Cathy is our contact for that project.

Discussion then included such questions as:

What is MSAC's role in support of staff? Depending on the situation what does support mean? What is MSAC's focus? Do people know what the purpose of MSAC is? Do people know that it is not just for social events? Do they know that they can come to us for ideas, concerns regarding policy? Do people know that there is a policy available on the web regarding how issues that arise should be handled?

**ITEM 2:**

**Review of Staff Appreciation Event held**

Everyone felt the Chautauqua family picnic was a great success based on how many people came with their families.

**NEXT MEETING**

The next MSAC meeting is scheduled for Thursday, August 17, 2006, at 1:30 p.m. in the Conference Room of the Center for Corporate and Community Education (Room 458).