

MSAC Meeting Minutes
Wednesday, May 13, 2009
12:45 p.m.-2:20 p.m.

Present: Terri Fox, Paula Neutzling, Jen Racer, Tammy Smith, Gerald Adkins and Lyndsey Anderson

ITEM 1:
Approval of Minutes

Minutes from the March 11, 2009, MSAC meeting were approved and will be posted on the MSAC website.

ITEM 2:
Years of Services Awards Committee

Gifts have been chosen for all staff employees who have reached 5, 10, 15, 20, and 25 years. These gifts will be given out at the end of year banquet on June 5.

ITEM 3:
Gifts for Retiring Staff

Money is being collected until May 22 to provide Hank Thomas & Jimmy Semancik with retirement gifts. Please give your money to Laura Grimm or Jen Racer by May 22.

ITEM 4:
Staff Appreciation Committee

There will be a meeting on May 14 to revise their discussion of what type of event since the budget has been cut. The committee is looking at June 12 for the shortened event. Guidelines included no off-campus activity, low key event, lasting no more than 2 hours. Becky Hamman will provide an updated staff listing for the count.

ITEM 5:
Staff Forum

The suggestion was made to wait until after July 1 for another staff forum hoping that there will be budget information for FY10. Meeting will be held at 7:30 and again at 8:15 to allow as many people as possible to attend. Paula will go back to Evie for possible dates.

ITEM 5:
Executive Committee Report

Lyndsey and Gerald reported that Executive Committee meetings focused on the calendar options for going to semesters in 2012, the budget situation, stricter course cancellation

policy, and elimination of smoking along the south side of Ovalwood Hall due to the smoke getting into the ventilation of the building.

ITEM 6:

Health Fair and Hidden Benefits

Becky Hamman brought us up to date on the plans and people who were scheduled to attend on May 28 in Riedl Hall on both the first and second floors. Terri shared information pulled from the HR website showing various additional benefits applicable to our regional campus area. Jen suggested setting up a meeting to prepare the display for the additional benefits and checking on the cost of tri-fold boards for that display.

Becky will be sending out a notice to MSAC members to help with the fair between 11:30 and 1:30.

Terri will locate the MSAC banner so that it can be displayed during this event. There will be food available on the 2nd floor. Someone(?) will be checking the availability of using the upstairs conference room for the food.

NEXT MEETING:

The next meeting will be held on Wednesday, June 10, 2009, at 2:00 p.m., in the Center for Corporate & Community Education conference room.