Present: Edwin V. Lyons, Julie Gerstner, Renee Chase, Trina Rich, Janzell Tutor, Tricia Baker, Michael Berg, Carol Bergstrom, Holly Bigelow, Rhonda Dzierzon, Thomas J. Ferrill, B.J. Fullmer, Maggie Gillespie, Marilyn Hoffman, Denise Hooper, Paul Larsen, Becky Lubbers, Jennifer Reed, Jerome Roque, Kay Shelton, Chris Shirley, Tiffany Stanton, Tom Loveridge, Kim Endersen

Excused: Marcia Cook, Sharon Benavides, Shayla DeGooyer, Cathy Martinez, Charlton Park, Kate Sturgeon

Came to Order: 2:08 PM

I. Welcome (Edwin Lyons) 2:08

II. Announcements | Updates (Edwin Lyons) 2:09: Introduced new members Holly, Christine, Rhonda, Jennifer, and Maggie. The new members briefly introduced themselves.

III. Spring 2011 Scholarship Recipients (Trina Rich) 2:19: Kelly Jones was the recipient of 1-of-3 Spring scholarships, and came to the January meeting to introduce herself and to thank the Council. The remaining two scholarship winners were Sarah and Lee. Sarah will attend the February Council meeting.

IV. Review of December Minutes (Edwin Lyons) 2:22: Motion to approve the minutes as written was seconded. December minutes were voted on and approved as written.

V. University Hospital Volunteer Program (Chris Shirley) 2:23: Chris distributed a handout. There are over 300 current volunteers serving 40 different areas. The volunteers provided over 44,000 hours of service. Volunteers help in clinical settings as well as other various areas. One of the expectations of the volunteers is that they commit to 100 hours of service over a 12 month period. Volunteers cannot have any interactions with prisoners, have access to clinical information, and/or provide direct patient care. Volunteers can chaperone patients, provide comfort measures, and visit with patients.

VI. Sick Leave Policy Update (Trina Rich) 2:34: Trina briefly recapped the process for the UUSC proposed sick leave policy changes. The policy is currently at the Hospital Human Resources Department for review. An estimated completion date could be as early as April/May 2011.

VII. Subcommittee News & Updates 2:40
   a. Development Committee (Renee Chase)
i. **Goals | Plans:** The current goal is to raise the number of scholarships to six per year from its current level of five per year. The committee is discussing ways to better involve the faculty. The committee is also looking for business partnership opportunities. Renee is meeting with staff within the Development Office to make some changes to their website to make the staff scholarship description more clear for staff and to make it more visible.

b. **Communications | Selections Committee (Trina Rich)**
   i. Met last month, but tabled much of the discussion until the January meeting, due to the lengthy selection of scholarship recipients.

c. **Legislative Committee (Shayla DeGooyer)**
   i. **Goals| Plans:** The committee would like to encourage staff to write letters to their State Representatives and Senators. The group discussed what message they wanted to encourage their staff to pursue when writing their Representatives. The two priorities discussed were the capital improvements and staff salary increases. Council members will wait for guidance from Vice President, Jason Perry.
   ii. **UHESA Recap:** UHESA is planning to have a day at the Capitol, and has decided to pursue staff salary increases as their main priority.

d. **Events Committee (Janzell Tutor)**
   i. **January Events Planning**
      1. Gymnastics Night – January 7th
      2. Women’s Basketball – February 12th
   ii. **Perk of the Month**
   iii. **Coats for Our Community – Final Recap:** Approximate number of coats donated was around 450, with approx. $1,830 of online donations.

VIII. **University Policy Changes – A UUSC Proposal (Group Discussion):** The group discussed making it a requirement that all policies that effect staff must be approved by Staff Council. This would be a proposed change to policy, and would need to go through the approval process. Paul will be responsible for drafting the policy change.

IX. **Council Representation on University Committees**
   a. Child Care Task Force: A survey will be distributed to all staff via email in early January.
c. Parking Violation Appeals Committee: Met and considered parking violation appeals.

d. Graduation Committee: Doesn’t meet until May.

X. **Adjourn:** 3:58 PM