

NWOSU  
Staff Council Executive Committee  
July 27, 2009 \*\* 1:10 p.m.

Present: Denise Bay, Angela Case, Lisa Herning, Fawn Kingcade, Natalie Miller,  
David Washington  
Absent: Rita Castleberry, Karli Greenfield, Lindsey Weber

New Staff Orientation

To Do:

Mr. Pecha gave the approval to have New Staff Orientation on August 7, 2009.  
Mr. Pecha also gave permission for Staff Council to contact all department supervisors. David Washington will touch base with all supervisors to see if staff will be able to attend orientation. Lisa will send revised itinerary to David as well.

Natalie will send out all invitations to all new staff. Rita needs to be contacted in regards to getting last year's invites.

Chartwell's will not be able to cater for lunch since school is not in and gave the ok to serve pizza. Lisa suggested having Karli contact Pizza Hut and Gambino's to get a quote. We will need to order pizza's after we know the amount of staff attending. Angelia will check on drinks for lunch and Lisa will still bring a dessert.

Denise will reserve Regents room from 10:00 a.m. to 2:00 p.m. for the day of orientation.

Lisa noted that lunch will be served in the Wyatt room of the student center due to reconstruction being done in the student center lobby.

Staff Council members who will be able to attend on orientation will be Denise Bay, Angela Case, Lisa Herning, and Natalie Miller. If you are able to attend please let Lisa know ahead of time.

David offered to drive the 15 passenger van on the day of orientation. Denise will make a request for the van.

By-Laws

To Do:

Committee discussed any possible corrections that needed to be made to the by-laws before taking it to David Pecha and Dr. Cunningham.

Committee decided that in Article II Sec. F: Terms, "members" needs to be replaced and the term for members was reevaluated and came to a conclusion that members would serve 2 years and have to be re-elected as a member to serve on the committee.

Lisa will make changes and submit the changes to Mr. Pecha.

### Staff Council Website

#### To Do:

Mr. Pecha gave staff council permission to have control over the staff council webpage. Lisa will get in touch with Jake Boedecker for page set up approval.

Lisa asked for suggestions on what to put on the page.

- David Washington suggested having staff council's mission statement on there.
- Fawn Kingcade recommended posting our By-Laws.
- Natalie Miller suggested posting accomplishments on past events.
- Angelia Case recommends posting the minutes of staff council executive meetings.

The committee voted on naming employee recognition events as Campus Kudos. Denise motioned and Angelia seconds the motion.

Natalie will make up a draft of guidelines for Campus Kudos and get them to Lisa.

Denise agreed to keep the maintenance up on the staff council webpage. Lisa will contact Jake Boedecker to set up a password for updating and changing the staff council page.

A date was set for the next Staff Council meeting; August 24 at 9:00 in the Fine Arts - 229

With no further business, the meeting adjourned at 2:00 p.m.