I. Call to Order and Establishment of Quorum
The meeting was called to order and a quorum established at 3 pm by Skip Bolding.


Alternates Present: Audrey Wilson

Visitors signed in: Meagan Word, Cindy Pond, Lesley Casarez, Alma Valdez, Mary Eades, J. Cyrus, Martha Faz, Martha Cox, Debbie Braden, Mark Hirt, Troi Middleton, Jeff Riels, and Jessica Manning

II. Guests
Kurtis Neal, Director of Human Resources gave an informative background of the Merit Payment guidelines covering the timeframes, source of funding, State mandated guidelines that had to be followed and how they were tied to performance evaluations. The floor was opened for questions that were not of a personal nature, but dealing with guidelines, timeframes, etc. or suggestions for improvements for future payments. Numerous staff members voiced their questions, opinions, and ideas for improvement in the future. Kurtis answered the questions that were not of a personal issue and invited staff that still had issues to call or email him for an appointment to discuss those in more detail.

III. Approval of Previous Meeting’s Minutes
The minutes of the previous meeting from September 20, 2010 were presented for approval. Katie Plum made a motion to accept the minutes, and Ruben Sandoval seconded. The motion passed unanimously.

IV. Treasurer’s Report
Shonda Brooks reported the Staff Excellence Account has a balance of $3,700.00, and the Staff Senate Account has a balance of $1,195.50.

V. Committee Reports
The VP Finance Search committee is reviewing applications and narrowing down those that will receive telephone interviews. It is desired to have the position filled before Ms. Meyer leaves. QEP committee has not met. The Staff Relations committee set the next Staff Social for November 5, 2010 at 2 pm in the lobby of the Administration building.

VI. Unfinished Business
Skip Bolding commented the Faculty and Staff member as Students Scholarship Fund has had several donors, three of those designated $15 a month. At the end of a year’s time, we’ll have $540 in the scholarship fund. This fund is designed to benefit you as a staff or a faculty member in addition to the tuition waiver. Staff and Faculty Senates are working together on the guidelines as to how this will be awarded.
VII. New Business
Pat Payne stated we have several University and Senate committees that volunteers were needed for and passed around the signup sheets. Skip Bolding commented that there would be additional committees later in the year and would send out an email to Senate members and alternates to request volunteers that could give the time commitment to serve.

VIII. Miscellaneous
Skip met with the Provost last week in reference to the collaboration of the Staff Senate and Faculty Senate working on a Shared Governance policy. Shonda Brooks informed the staff members present that the merit payment would not be subject to retirement, but it would be subject to Social Security, Medicare and Federal withholding. On that amount a flat 25% would be taken by the IRS. There would not be a deduction for retirement and the amount received would not be credited to income for retirement benefit calculations. Katie Plum followed up on ASU’s participation in the American Cancer Society’s (ACS’s) Relay for Life event and found there were solicitation restrictions. Lori Chandler from HR researched those restrictions and enlightened those present that the request for participation to staff members couldn’t be from an everyone email or posted on bulletin boards, that it would have to be from employee to employee and not as a university sponsored event. Audrey Wilson stated the new One Cards will be available soon for those staff members that wanted them.

IX. Adjournment
Ruben Sandavol made the motion to adjourn the meeting and Paula Dowler seconded the motion. The motion passed unanimously. The meeting was adjourned at 4:05 pm.