MEETING MINUTES
Tuesday, May 1, 2012

Time & Location: 11:30 AM – 1:00 PM, Butler Conference Room, Butler Pavilion

Members Present: Scott Jones (Chair), Matteo Becchi (Co-Chair), Nicole Schoeb (Secretary), Gerick Allen, Lena “Josie” Armentrout, Curtis Burrill, Adell Crowe, Emily Curley, Sarah Goldberg, Danny Grant, Laura Larrimore, Nancy Pearson, Jason Poppe, and Kathryn Tortorici.

Authorized Absences: David Fletcher, Rene Kauder, Shea Mulcahy, Dori O’Donnell, Celina Ryan, and Mark Winek.

Approval of Meeting Agenda and Minutes of the Previous Meeting
The meeting began at 11:45am. The minutes of the last meeting and current agenda were approved.

I. Current Business
   a. Parking and Transportation
      i. Committee met today to identify plans; Danny is the new chair of the committee.
      ii. More details at next Staff Council meeting.
   b. Staff Council Elections
      i. In progress—approximately 214 people have voted; elections are scheduled to close Friday May 4 at 5:00pm.
      ii. Another reminder will go out in the next two days; numbers will be assessed to decide if voting should be extended.
   c. Staff Appreciation Events
      i. Events start Friday May 18th—lots of events throughout the week; look to the website for detailed information.
      ii. Book and Media Swap/Professional Clothing Drive
         1. Will take place in MGC first floor and volunteer requests will occur today and at our next meeting.
   d. University Council Update
      i. Campus Plan Update
         1. August 2013—construction on the North Campus and Nebraska halls are scheduled to be completed and opened; once construction starts, there will be no stoppage regardless of regular university business.
         2. McKinley—construction beginning immediately after commencement.
      ii. Strategic Plan—currently in year six of the plan; with the start of the new university budget cycle, the next Staff Council chair will sit on the committee.
      iii. Enrollment and Financial Updates—our numbers are good for undergraduates; grad numbers are slightly low; summer numbers are very low.
         1. AU is trying to identify why the summer numbers are low.
iv. Smoking Policy
   1. Next academic year, AU will host focus groups and have increased
      marketing; enforcement will be the big question for this policy.
   2. University will most likely be smoke free in fall of 2013; working on the
      details of being smoke free in certain locations or across campus completely.

e. PMP Update
   i. On-track with the timeline for new system to start next PMP cycle; currently
      conducting stakeholder reviews.
   ii. Currently addressing rating scale concepts; please share current rating scales with
      constituents to give as much feedback as possible.
   iii. Three year implementation timeline; training dates are forthcoming, most likely
      occurring in July.
   iv. Merit will eventually be tied to PMP system.

f. Dining on Campus Update
   i. TDR will be open over the summer; Pronto will still be a lunch venue, but unsure
      about Einstein’s during summer hours.
   ii. McDonald’s Space
      1. There will not be a new vendor opening anytime soon.
      2. Initial bidding process for the McDonald’s space involved reaching out to
         similar companies as McDonald’s across the country.
      3. Bon Appetit options will be updated after we know what will move into the
         McDonald’s space.
      4. Any recommendations, please pass along to Kat and Mark.
   iii. Starting in August 2012—pay one-time five dollars fee to get a reusable container to
      TDR; will be replacing the original take-away option from this year.

g. Absences
   i. Contact Nicole if you have questions about your absence total.
   ii. Currently we have a member with seven absences and up for vote from the council;
      Gerick discussing reasons for absences during the past year.
   iii. Understanding from the bylaws if you have another absence after a vote, you will be
      up for a vote again.
   iv. Vote—Gerick is approved by the council to remain as a member.

II. New Business
   a. Last Friday, AU launched the AU mobile site, which has a shuttle tracker on it.
      i. Everyone should try the site out because OIT is soliciting feedback for accuracy.
      ii. There will be a big communications push for next fall.
      iii. On your mobile device, search www.american.edu, and it will show that you are
          checking on your mobile phone.
   b. Next week we will have two additional council members up for discussion.
   c. End of Year Event—will present several dates at our next meeting to vote on.

III. Adjournment at 12:56pm.  

Next Meeting: May 15, 2012