McMurry University Staff Council  
August 1, 2006  
Meeting Minutes

The Staff Council for McMurry University met on Tuesday, August 1, 2006, in the Library Wylie Seminar Room. Members present were: Jeanie Bone, Brenda Breeden, Mark Odom, Denis Gartner, Freddie Famble, Melanie Long, and Rachel Atkins.

Meeting began at 2:39pm with the reading of the July 11 minutes. Freddie made the motion to approve the minutes and Denis second. Passed

Faculty/Staff Scholarship Posting:  
It has been found that with the new policy of filling out the FAFSA, students are in default on loans. Thus, a paragraph addressing this must be added to the policy that states no scholarship will be awarded if student is in default. When Carole Ricketts has this updated, a new posting will be made.

Smoking Policy:  
The current handbook addresses this on page 21. The question is how to enforce it, After much discussion concerning reporting to a supervisor, fines, and judicial action; it was decided to post larger signage at building entrances, Cooke and Old Main breezeway that ‘No Smoking Within 15 Feet’ and expect the courtesy of compliance. Announcements will be made at faculty and staff meetings. Ash cans will be supplied at designated areas. A review of the effectiveness of this action will then be made throughout the year.

Jeanie will get the request for signs to Dr. Russell and then we will pursue the number of signs needed, the wording, placement, and the department(s) to cover the expenses.

Handbook:  
A handbook set of pages was dispersed to each committee member in order to find updates needed pertaining to McMurry and an outside source would supply the federal regulations. The goal is to have a handbook that applies to all employees with an additional section for Faculty Policies given out to faculty only. Carole Ricketts will work with us to get this handbook revised and then it should be enforced.

Next Meeting we will evaluate pages 1-69, first half of the handbook. We want to finish this review before school starts this fall.

Staff Meeting Campus-wide scheduled for September 12 when we will ask Dr. Russell to speak.

Brenda to get with Freddie to post the past minutes.

Next meetings:  
Aug 10 2:30 WSR, Library  
Aug 22 2:30 WSR, Library

Adjournment: 3:31pm

Minutes approved/corrected at the _____________________ meeting.

Submitted by _________________________________ Secretary ________________ Date

Filing approval by ________________________________ Chair _________________ Date