The Staff Council for McMurry University met on Thursday September 21, 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.

The scheduled August 22 meeting was cancelled.

Meeting began at 2:06. Minutes from the August 10 meeting were corrected to read that “….meeting was spent updating pages 1-29…….” And then Mark moved and Freddie second that the minutes be approved unanimously. Passed.

Campus-Wide Staff Meeting:
  Date: October 3, 2006
  Time: 8:00 a.m.
  Place: Ryan Recital Hall
  Jeannie and Brenda will meet with Dr. Russell to ask that he send out the invitation and include encouragement that all staff attend the meeting; providing donuts, coffee and juice. We also want to ask him to give a University Update and approve our new smoking policy before it is announced.

Assignments for the morning meeting include:
  1. Jeannie to open the meeting, introduce Dr. Russell and thank you for raise.
  2. Dr. Russell with the University Update
  3. Perry Kay to address the group as the Mediation Officer
  4. Lisa Williams to address the new Faculty/Staff Scholarship. (Rachel needs to do some updates to get to Lisa before it is sent campus-wide)
  5. Brenda will address the new smoking policy
  6. Freddie will address the online form to print or fill-in-the-blanks for issues of consideration
  7. Jeannie will address the progress of the new Staff Handbook and close meeting

Possible Issues for 2007:
  1. Comparing salaries to other schools. Are merit raises standard? What procedures are used by others locally and across the U.S. and do we look at a goal of median or top salaries? While comparing salaries, include job descriptions. Need for a scale and reason why if employee doesn’t receive a merit raise. Evaluations. See where Lisa and others are in this procedure as another committee was to have already looked into this.
  2. Safety director and its description and guidelines

The Handbook:
  We reviewed the handbook, page 30-57.
  We committed to meet once a week through October to get the handbook reviewed and turned back to Dr. Russell. Meeting times to be 2:00 Thursdays through end of October.

Meeting adjourned 3:30 p.m.