



**USF College of Business
Staff Council Meeting - MINUTES**
Monday, December 19, 2011, Room 2202A 8:30a.m.

Attendance: Natalie Matches, Janice Forman, Gloria Lehman, Michele Walpole, Julie Schenk

Topics for Discussion:

- A. Kristy's replacement
 - The Staff Council discussed the replacement of the SBDC representative. Natalie will send an email to the area and ask for a volunteer.
- B. BizTown participation
 - BizTown has come to an end. We had great participation; majority was students. We need to find a way to encourage more staff.
- C. Toys for Tots
 - We had an overwhelming response in participation. Donations amounted to 1 ½ of the box filled.
- D. Activities for spring
 - Gloria will send out an email informing staff of the Back-to-School Bagels for Wednesday, January 11. We discussed having it in the staff lounge from 9-10. Gloria will get bagels and Danish mix.
 - The Staff Council further discussed future fundraisers. An idea for a fundraiser was to make a cookbook. Everyone seemed to like the idea. We discussed getting staff feedback and how to keep the costs down to make it in order to make a profit. Also, a drawing of chance as a fundraiser with donations to make a gift basket. Natalie was going to check on the amount of the gift.
 - Ideas for activities were discussed....box of chocolates for each Department?
 - Birthday e-cards will start in January. It was suggested that one be sent for Valentine's Day as well.
- E. Other
 - The Staff Council discussed the Over the Top Award for College of Business to present to a staff member. Natalie was going to get details on nominations/criteria in order for us to move forward with this.
- F. Next Meeting – The next meeting will be held on Tuesday, January 17th 8:30am, BSN 2202A.