

## **Minutes**

### **Commission on Staff Policies and Affairs**

April 23, 2013 ~ 2:00p.m. ~ 325 Burruss

**Present:** Dan Cook, Kim Dulaney, Velva Groover, Wyatt Sasser, Christine Snider, Denise Jones, Mallory Taylor, Amy Tunison, Laura Neff-Henderson.

**Absent:** Judy Alford, Mary Christian, Jay Crone,Carolynne Dudding, Alberto Duran, Hal Irvin, Judy Jones, Tom Kaloupek, Teresa Lyons.

#### **Call to order**

The meeting was called to order at 2:00 p.m. The agenda was approved as presented. The minutes from the last meeting on February 26, 2013 were approved electronically.

#### **Employee Awards-Laura Neff-Henderson**

Laura Neff-Henderson presented a new web page that is being designed for a central place for employee awards to be seen. This is a University wide awards index page that will list two links, including faculty and staff awards. These two links will then list the awards and recognitions. Everyone will receive a link to this new page to navigate and give insight on what you think and any suggestions that you may have. Dan Cook suggested that we get President Steger to say a few words at Staff Appreciation Day to recognize the award winners and to spotlight all awards and their importance. It was suggested that the submission process be a year round event. This would benefit people so they can nominate others while their work ethic is still fresh in their minds.

#### **Other Business**

Christine Snider presented the VT Employee's Spouse and Dependent Scholarship Program. This program is to help provide financial help to student dependents and spouse of VT employees. The program is call `Hokies helping Hokies`. The scholarship was initiated by the Commission on Classified Staff Affairs in 1999. The students that qualify for this scholarship must be a freshman or first year transfer student. We can all do our part in helping with this program by donating each month. Donations can be deducted from payroll and are tax deductible.

#### **Adjournment**

There being no further business, the meeting was adjourned at 2:50 p.m. The next meeting will be May 28<sup>th</sup>, 2013 from 2:00-3:30 p.m. in 325 Burruss.

Respectfully Submitted,

Melissa Thomas  
CSPA Support Staff