

Staff Council Meeting Minutes – November 14, 2019

Attendance – 6 meeting since June 2019

2019-2020 Staff Council Member	Term	EEO Category	Present	Meetings Attended Since June 2019
Broughton Kendra	2020	EEO 5-7	N	3
Castagnetta, Tamara	2021	EEO 3	Y	6
DePue, Brooke	2020	EEO 3	N	5
Eller, Ashley	2020	EEO 4	Y	5
Fisher, Nanna	2020	EEO 3	Y	5
Galloway, Carolina	2021	EEO 1	Y	2
Hall, Ronnie	2021	EEO 3	Y	2
Johnson, Brandon	2020	EEO 5-7	N	1
Kotara, Rick	2020	SSC	N	0
Lucero, Leroy (Riggs, Cindy)	2020	SSC	N	3
Mayo, Jeff	2020	EEO 4	Y	6
McKinley, Steven	2020	SSC	Y	5
Melcher, Dana	2021	EEO 1	Y	5
Pacheco, Brandy	2020	EEO 4	Y	4
Palmer, Barbara	2020	EEO1	Y	3
Paschel, Alyssa	2021	EEO 3	Y	5
Reagan, Michael	2020	EEO 3	Y	4
Rosales, Misael	2020	SSC	Y	5
Seymour, Max	2019	Ex Officio	Y	5
Stocker, Betty	2021	EEO 4	N	3
Sulik, Jeff	2021	EEO 1	Y	5
Wilson, David	2020	EEO 3	Y	5

1. **Call to Order** – David called the meeting to order at 2:02 p.m.
2. **Review/Approval of Minutes from previous meeting**, October 14, 2019
 - a. Michael motioned for approval with changes, and motion seconded by Jeff Sulik - Minutes approved
3. **Treasurer’s Report**
 - a. Review of report from October 11-November 14, 2019
 - b. Approval tabled until deposit of \$500 to the Foundation Fund and \$9.45 charge to the Operating Fund from Aramark is confirmed with Ashley
4. **Old Business**
 - a. Ashley volunteered to bring refreshments to the meetings

- b. David asked that committee chairs work with their committees to update mission statements and share with council; they will go into effect in January 2020

5. **Staff Council Subcommittees**

- a. Treasurer and Scholarship
 - i. Committee will meet to discuss mission statement, putting updated tuition assistance information on the website and to advertise how people can donate to scholarships on social media, website, etc.
- b. Employee of the Month
 - i. Dan Garcia was chosen November 2019 Employee of the Month, schedule for Tuesday, December 17, 2019 from 10-10:30 a.m. in the hallway in front of the Board of Regents Room, OM317
- c. Staff Appreciation and Events
 - i. The November 5, 2019 Take a Break was well attended with 107 staff
 - ii. Carolina shared the draft of the committees mission statement
 - iii. Instead of a gingerbread house contest, the committee met and spoke of idea for a gift wrap race at the University Christmas Party on Friday, December 6, 2019. The committee will speak regarding logistical details and prizes prior to the meeting and asks for volunteers during a test run on Friday, November 15, 2019 at 1:30 p.m. in CC105
 - iv. Upcoming events:
 - 1. I Caught You Caring: February 10-14, 2020
 - 2. Staff Appreciation Day: something will be planned for March 6, 2020
 - 3. Snow cones: May 6, 2020
- d. Spirit Committee
 - i. Committee is working a photo booth idea to tie into the University Christmas party on Friday, December 6, 2019 and will speak with the University Christmas Party committee regarding
 - ii. Committee will work on a mission statement
- e. Staff Development
 - i. Committee met and discussed having Second Cup of Coffee and Strengths
 - ii. Brooke and David will visit with Nancy Hampton in Human Resources about what things the committee can do to support staff
- f. Communications and Outreach
 - i. Please turn in your Member Monday form, please do so
 - ii. Had photo booth idea for University Christmas party as well, David suggest they work with Sprit Committee
- g. Election
 - i. No changes or updates at this time

6. **New Business**

- a. Nanna will email chairs RE binders on g drive. Would like to have completed by June 2020 with an objective to provide chairs with direction for each committee with past events, tasks and attendance associated with each

- b. We lost a council member at the end of this year and the EEO category 3 will be unbalanced. The council suggested Ronnie's term be extended through 2021, Ronnie agreed. David held vote, passed.
- c. Feedback from 'concerned citizens' conveyed to Tamara:
 - i. Suggestion: on days that it is under a certain temperature or if snow is in the forecast, allow jeans as they are warmer than work clothes
 - ii. Suggestion: reverse evaluation, where employees do an evaluation of their division leader/department head

7. Final Comments from the President

- a. David will follow up with Dr. Wendler regarding feedback concerns RE relaxed dress code and modified summer/winter schedule

8. Announcements

- a. Dr. Wendler will join the Staff Council meeting on January 9, 2020

9. Adjournment – 3:18 p.m.

- a. Ashley moved for adjournment and Michael seconded the motion – meeting adjourned

Next meeting is scheduled for December 12, 2019 at 2pm in *Buff Branding Room 12*
Respectfully submitted by Secretary, Jeff Mayo