



Meeting Agenda
March 14, 2023 | BA 218 | 2:00pm

Enrollment & Budget Presentation – Dr. Tammi Vaccha-Haase & Tina Livingston

Approval of February 2023 minutes

Budget Update – Kim Jefferies

Committee Updates:

- Recognition & Appreciation – Kim Jefferies
- Events & Fundraising – Coy Martin
- Communications – James Vanbebber
- Outreach & Enrichment – Amanda Brown

General Updates:

- Weather-related closure language
 - Our statement was received
 - Under review by Tina Livingston & Linda King
- AWL policy
 - Fully approved
 - You can now make a request in Workday
 - Requests must be made recent prior to the term the AWL is being requested for
 - Summer requests must be made close to summer, for example
- Staff Annual Evaluations
 - Goal is to standardize the process
 - Identify project lead and generate ideas for those we can invite to serve
 - Supervisors
 - Direct Reports
 - VP or Associate VP
- Staff Resources Guide
 - Coy and a student are working on getting the guide together
- Code of Conduct
 - Not yet started
- Inclusive Governance
 - Statement drafted
 - Request for review of document prior to submission to leadership
- Inclusion Excellence Champion
 - Ceremony set for Friday, April 21 (4-5 pm)
 - Recognition & Appreciation Committee?
 - Determine how to recognize this person each year- addition of Staff Council to what the IEC group is doing

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Discussion

- FY24 holiday schedule
 - General consensus is that we recommend moving forward with the holiday schedule as is and to advocate for a floating holiday for birthday instead of within the birth month
 - Consensus on not sending a survey to entire staff body
 - Request to informally survey 4-5 people in our area and provide informal feedback
 - Interest in pursuing 4 10 hour days over spring break 2023 as long as it is optional for people to participate in since Spring Break is not a day off for AY 23-24
- Diversity, Recruiting, & Elections – Plan of Action
 - Representation
 - # members or ratio
 - 459 staff members
 - 21:1 ratio?
 - EEO or other method
 - Nominations
 - Campus notification
 - Recruitment efforts
 - Division/department visits by Staff Council
 - Diversity
 - At large members?
 - Rather than elected at large members, extend an invitation to join for their representation
 - What areas/who do we want to ensure is represented?
 - No minimum number of members set- we want to aim for 20-22 Staff Council members to support the 20:1 support ratio
 - Moved by Jessica Gosset, seconded by Kim and Michael
 - At large members do not count at part of this total
 - Current member count is 14 staff council members (look at adding 7 new elected positions) starting with the upcoming election cycle
 - Involvement and recruiting strategies
 - Look at recruit by division in order to speak to and reach people
 - Need to join together several smaller areas for appointment to ensure equal representation
 - Time of service
 - Continue with 2 years
 - Split by half elected for a two year term, half for a one year term
 - Initial nomination by Kim, seconded by Michael and Jessica
 - Predetermine appointment opportunities and count of available election positions
 - For example, Student Affairs, you get 5 election position
 - Ensure language in the article allows for flexibility s departments and units grown and shrink; focus on ratios rather than static appointed election numbers.

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- Concerns about division leaders leaning on members if elected by position rather than EEO and impacting their votes and vote outcomes. This should be discussed with the at large Council, rather than limited membership in attendance at the 3/14/23 meeting.
- Amanda will draft the new language and send it out via email for vote (vote needs to be completed by end of next week).

Move to adjourn from Jessica, seconded by [---]

Meeting adjourned t 4:21 pm

Future topics:

- Student “survey” of preferences

Next meeting: Tue. Apr. 11 @ 2pm (BA 218 & Zoom)