



Staff Council Retreat Minutes, Via Zoom
August 12, 2020
2:00 pm – 4:00 pm

Attendees:

- ✓ Billie Abell
- ✓ Amanda Brown
- ✓ Sarah Elder
- ✓ Valerie Fulkerson
- ✓ Mona Gilley
- ✓ Kim Jefferies
- ✓ Arlana Martin
- ✓ Amy Robinson
- ✓ Charles Robnett
- ✓ Katie Thomas
- ✓ Leslie Horn
- ✓ Jennifer Smith
- ✓ Kristi Taylor
- ✓ Erica Contreras
- ✓ Ray Dietrich

Absent: Brian McGinley

Call to Order 2:07 p.m. by Mona Gilley

2:00 PM – 2:15 PM Introductions

- Returning and new members introduced themselves
 - New members – Jennifer Smith, University Police Department and Kristi Taylor, Rayburn Student Center
- Arlana stepping down as a member due to other obligations

2:15 PM – 3:00 PM Goal Review/ Calendar Overview

- **What goals do we continue for coming year?**

Goal 1 - Staff will be aware of, involved with, and participate in Staff Council activities and committees

- Objective I – Increase by 10% attendance at SC events activities
 - A. Keep
 - B. “Maintain” (changed from create) - “Maintain social media presence –worked hard on this even when sent home on Zoom had good participation”



- Delete bullet 2 under media presence – “Create and maintain Twitter, Instagram etc. accounts”
- Delete “C. Develop a Staff Council budget for marketing campaigns”
- For “D. Establish a "boots on the ground" campaign” - add a bullet for “Engage faculty and staff attendance at student activities and events”
- Objective II – Recruit 10 staff members to serve on SC committees - Keep
- Objective III – Formalize the 5 functioning committees
 - A. “Update” (changed from “create”) - “Update standard operating procedures for each committee”
 - B. Name Committee chair for each committee - Keep

Goal 2 – Fully fund Staff Council events and activities through fundraising and collaborative campus partnerships

- Objective I – Increase fundraising dollars by 10%
 - A. Delete all
 - B. Maintain and continue to build the campus partnerships program - Keep
 - Billie will reach out to partners, recognizing their partnerships and will research communications done in the past
 - Erica will ask for one-time funding for SC for the budget
 - C. Establish an Excellence Fund account through Advancement - Keep
 - Discuss with Advancement on how to market
 - D. Continue to explore fundraising opportunities and collaborative partnerships - Keep
- **New goals – no new goals added**
- **Save the Dates**
 - Open Forum Meeting - Mona reported we need to do an open campus meeting for staff by the end of this month (August 2020) – do a Zoom meeting August 26, 2020 1 ½ hrs. (Reserve space for 2hrs)
 - Mona will ask Dr. Rudin if he wants to do a welcome for the meeting
 - Mona – talk about what the sub-committees are and what they do and have sign-up sheets for people interested in serving on the committee
 - Each sub-committee talk about what they are doing for COVID-19
 - Have Brian go over questions and responses from BUG concerning COVID-19 and where resources are if they are need them



- Have questions submitted before the meeting.
- Change to open forum, separate the meeting portion of the forum for a regular SC meeting on a different date

- Yearly overview – No national night out this year
- Mona – Brian McGinley wants volunteers to be contact tracers – will be trained to do it. Can email Mona individually
- **Locations**
- **Communications**

3:00 PM – 4:00 PM Sub-Committees-Chairs

- **Initiatives**
Each chair discussed the sub-committee and initiatives
 - Billie Abel – Events/Fundraising
 - Sarah Elder - Staff Recognition Appreciation – will be meeting to make suggestions for changes EOM/Staff Recognition Appreciation
 - Sarah Elder – Communications
 - Amanda Brown – Staff Outreach & Enrichment
 - Brian McGinley (Mona discussed) – Governance – Sarah recommended maybe this person be an officer and not a committee
- Election of Chairs - postponed
- Call of Interest - Officers, committee chairs and sub-committees – send out a ballad – first meeting in September

Jennifer – interested in Events/fundraiser, Staff Recognition/EOM,
Kristi – wants to review the committees and will let us know which sub-committee she would like to serve on
Members switches - Arlana stepping down and can't serve on any subcommittees
Billie will help with website/communications; Ray optional for attending Holiday Market, walkthrough, questions.
Ray Dietrich ending term with SC

Other Item Added to Agenda

Scholarship Recipients – Sarah had 9 graduates, 2 undergrads
Graduate Recipient - Jolissa Yonker, alternate is Lindsay Svane
Undergraduate Recipient – Beverly McMurray, alternate is Anna Martin

4:00 PM Adjourned

The meeting was adjourned at 3:45 p.m.

Respectfully Submitted,

Hattie Powell, Staff Council Recorder