

Staff Council Meeting, June 14, 2021

Sarah, Kim, and Hattie have out of offices

Financial reports

Nothing was sent out but don't believe we have spent anything in a month.

Events and Fundraising

The Rec Center is moving all of their equipment back into their normal workout area. Hope to have a bigger event this coming fall for the Holiday Market. Will touch base with Safety just to see capacity and such. Billie on vacation next week. After she returns, she will plan a meeting with her team. A lot of it is already in place.

Potential Date? The Friday before Thanksgiving. This date is already reserved with the Rec Center. November 19, 2021

Staff Recognition

Most Valuable Lion = we have a total of 4 nominations so far– nominations for this quarter are being accepted through the end of June. Make sure to mention it periodically to colleagues. We have it circulating through the calendar announcements and Facebook as well.

Anniversary Cards = Sarah was looking for an update from Kim so we'll have to get this on the next call.

Communications Committee

Fall scholarship application is up and running – posted to social media and the email digest but please spread the word with those that you know are taking classes. The application for this will close July 31<sup>st</sup>. Sarah and Kristi will be working on selecting 4 recipients at the beginning of August. Reminder: We voted to select 4 random applicants from the pool instead of 2 grad/2 undergrad

Call of Interest is published – IMPORTANT – if you are wanting to run again you need to reply to the call of interest email or email staff council to notify Sarah so you can be placed on the ballot.

Haven't heard from: Kim Jefferies, Brian, Amy

Have heard from: Hattie, Amanda

Not running again: Charles

We calculate our EEO ratios every 5 years, but last year we were in the middle of the hiring freeze due to the pandemic so we recalculated our EEO representation again this summer. (1 for every 40)

Total Represented for the next 4 years:

EEO 1 - 2

EEO 3/5 - 9

EEO 4 - 2

EEO 6/7 - 1

Total: 14

Last year during the pandemic our number was calculated at 12 – so I’m glad we ran the numbers again!

Current number of openings:

EEO 1 - 2

EEO 3/5 - 8

EEO 4 - 1

EEO 6/7 - 0

Current number of people on the ballot:

EEO 1 - 2

EEO 3/5 - 10

EEO 4 - 1

Are we still missing applicants? If we ran an election today, are we missing people?

Does look like we should be okay. Brian will recalculate it when he gets the notes from Sandy.

Amanda

Working on the summer fun-time morale booster.

Summer events, none of this has changed from last time.

Coffee with Council in August. This is the last full virtual one. Fall we will go back to in-person.

Billie

Retreat

Date of July 27<sup>th</sup>. Please mark your calendars! Billie will send a calendar meeting invite. Details still coming. Working on the agenda. IF you have anything you would like to see us specifically cover, send an email to Billie. Brian and Billie met the other day and talked through ideas. Retreat will be at Cork & Brew at downtown Commerce and breakfast from Mugs. Hope to take an afternoon break to enjoy ice cream or popcorn from Too Goods. May follow-up with a happy hour at your own expense. In the past, we have included the outgoing and the incoming council members.

Committee changes

Ideas together for any restructuring we want to do.

Opening up to anyone who has come up with a plan.

Kristi - talked about fund raising and events, the things that Amanda and Billie have been doing, they have been sharing a lot of load. Is there a way those areas can be divided a little bit more? Maybe sub-committee. Thoughts?

Amanda – a lot of stuff all the time. Maybe the recurring events; Leo, Coffee with Council, be handled by someone else.

The larger fund raising items handled by someone else; Holiday Market, etc.

Annual events committee for the one time a year, Staff Recognition, Holiday Market.

Smaller reoccurring type of events by another committee.

Isn't this what we are doing? The committee Billie is in charge of, normally, this committee would have planned the event in the spring for Staff Recognition. The Planning really never stops. The Holiday market is planned from July – November. Then around February-ish you start planning for the other one in April.

Large events with their own groups to plan annually. The coffee with Council, if those are in person and we put the years' worth of dates on the calendar, and we get the coffee from

Used to reserve 343, make the coffee in there to make the coffee and then pick up donuts.

If the dates are picked, then it's just a matter of someone picking up the donuts. This one is not much of a preparation.

The Leo series, if that was its own group, would that still be too much to handle. If that is in its own group, then it would be okay. Monthly, the participation doesn't seem to be too full. It honestly depends. Have had people tell Amanda that they were unaware of this series.

When was the last time we had a request where we asked people the type of events they would like to attend? Nothing official. Wonder if we could put that on the calendar? Brainstorm different categories and things, and presenting multiple choice, have some room for them to fill in.

Kristi – Amanda does so much, correct me if I am wrong.....

Amanda – Yes, my committee has become like a catch-all for things.

Filling the committees with more non-elected members could help spread some of this stuff out.

We need to figure out how to recruit people. Draft an email we can share with the team to make edits. We need to request for volunteers. There are people that want to volunteer outside of Staff Council members.

Major series that Amanda is over can be split out over separate ones.

Those that are not well attended, they may need to fall off.

Interim President/VP

Brian is leaving, this is his last meeting. He will be around for three weeks.

Recommend Billie be the interim President and we elect an Interim Vice President.

Your thoughts?

Billie – struggling with managing a new job and its responsibilities and I don't have much downtime. Was considering splitting up my committee work. Don't think I can handle interim president right now.

Kristi – Quite a transition right now as far as Staff Council, do we have to have an interim? Could we have designated individuals to help with the role?

Kind of what we are doing right now with all the committee heads. In the absence of the interim President, it may all fall on Billie. Billie has prepared herself to do the Retreat and will reach out to her go-to people to help with the event.

What about Mona? Mona is not on the call.

Kristi wants to help out however she can. If there are some parts that she can help with, she is available. Has some flexibility with her schedule until August. She can help with the Retreat. Maybe there are things she can take off of Brian's plate with regards to the interim president. Maybe there are two people to be on-point for the interim President position. However Billie feels led and needs the assistance. A lot of the things we talk about can be ironed out in July when we have our new members.

Billie - Thank You Kristi! There is a good support system here with this team.

Brian is around for three weeks and can assist. Brian will talk to Mona and will message some of the other folks who didn't make this meeting and can fill in the gaps. Kristi, yes, if you can step in that would be great.

That's it for the agenda. Anything else?

Kristi – Jennifer is on with us and wanted to give a heart-felt concern for you and please tell us anything we can help you with. We are working on steps to communicate with faculty and staff on campus to give you and your family support. We are going to broadcast on Go Fund Me. There is also Venmo and other avenues that people can assist through.

Jennifer – Great community that has stepped up and helped quite a bit. Have four kids so it is a little tough to just up and move off with four kids and two adults. At work today to get away from the madness!!! Thank ya'll so much.

Amy Robinson, Brian, did you get the email about sick time converted? Brian will forward to HR. We would not take and run up to system with.

Billie – On behalf of the whole staff council, we will miss Brian when he is gone. You always make things fun and we appreciate you and everything you have done with Staff Council and we wish you the best of luck.

Brian – Thank you all so much!