

STAFF COUNCIL MINUTES

Wednesday, July 14, 2021, 2:00 p.m. – Zoom

Attended	First Name	Last Name
N	Billie	Abell
Y	Amanda	Brown
Y	Sarah	Elder
Y	Mona	Gilley
Y	Kim	Jefferies
Y	Hattie	Powell
N	Amy	Robinson
Y	Charles	Robnett
Y	Jennifer	Smith
N	Kristi	Taylor

Call to Order and Welcome at 2:04 by Sarah Elder

Committee Reports

- Financial Report (Kim)
One charge from Creations for \$55.00 from Katie Thomas may be for Service Award for person 40 yrs.+
- Events/Fundraising (Sarah) – Billie will be meeting with her committee soon, no updates on the Holiday Market just yet.
- Staff Recognition/Appreciation (Sarah)
 1. Most Valuable Lion – Jennifer Hudson, Honors College
Date/Time: July 29th at 11am
 - Note: same time as the next LEO event, we will need Staff Council representatives at each event. Calendar invite coming soon.
 - Anniversary Cards still running on a monthly basis – Kim the list was filtered that didn't include all people, so there were some overlooked. Kim's list from 9-1-2020. Will get updated list for new year
 - Staff Council Scholarship – 20 applicants so far, will close at the end of this month. Encourage staff to apply. August 1st will pull 4 random people

- Communication (Sarah)
 - Elections for EEO 3&5 are underway – 159 responses out of 341
 - Elections close this Friday – will look at results on Monday
 - 8 openings in this category
 - 2 openings for EEO 1 – only 2 people volunteered – no elections (Hattie Powell, Amanda Horne)
 - 1 opening for EEO 4 – only 1 person volunteered – no elections (Denise Rater)
 - Next meeting at Staff Council Retreat – 8 new people
- Enrichment and Outreach (Amanda)
 - Leo Event - July 29th 11 am. Will be in person and Zoom, BA 343 and include Career Advancement – requested by staff. Info on moving up, transferring, LinkedIn learning, highlight services available for staff
 - Presentation from HR, pay scale, career ladder, scholarships

 - Month of August – Each Blue & Gold Wednesday have small events/morale boosters – Bubble, Blue & Gold buttons, Popcorn, and Snow cone truck on campus – will be sending something out to advertise

 - Looking at communications committee to better advertise events lot of staff still don't know about events

New Business:

- Committee Restructuring - Sarah – Will move this discussion to retreat to include new members will look at moving items around in committees:

Communication no changes – but have a communication person on each sub committee will be responsible for that committee's outreach

LEO Series moved to Events & Fundraising under its own sub-committee & General Staff meeting moved to Staff Outreach & Enrichment

Kim – coffee with council isn't much move to events, mentorship to communication; Leave only General staff mtg and staff development with Staff outreach & enrichment. Staff Development/Career Advancement – new

Communication - no changes – but have a communication person on each sub committee will be responsible for that committee's outreach

Website Updates [chair]

Elections [chair]

Calendar, Social Media, Marketing & Signage [work with committee specific events]

Events & Fundraising

Holiday Market [Fall]

Staff Appreciation Luncheon & Service Award Recognition [dual responsibilities] [Spring]

Sub Committee – LEO Series [at minimum six events throughout the year; committee responsible for setting dates and topics]

Athletic Event Socials

Staff Outreach & Enrichment

Coffee with Council : Quarterly

Mentorship Page : Wisr

General Staff Meeting : August 11, 2021

Staff Development / Career Advancement Opportunities: possible funding for training/seminars

Staff Recognition & Appreciation

Most Valuable Lion [quarterly]

Anniversary Cards [monthly]

Service Award Recognition [dual responsibilities]

Scholarships [Fall & Spring]

- Staff Council Retreat Tuesday, July 27th (Sarah)
Will meet in the morning at Mugs for breakfast then go to Cork & Brew (closed to public on that day). Billie working on agenda. Hattie will not be present due to Enrollment Management retreat for July 27-28th.
- Next Staff Council Meeting – Open to All Staff/General Staff Meeting August 11th with regular staff council meeting. Will be face-to-face – will need room, etc.
- National Night Out – Donation for UPD – (Sarah)
Donate \$500.00 in the past – approved by committee to donate same amount

There being no other business, the meeting was adjourned at 2: 30 p.m.

Respectfully Submitted,



Hattie Powell, Recorder