

Staff Council Meeting Notes 9-6-2023

Officially called to order at 2:05 PM

Present: Kim Jefferies, Jerrod Knight, Chris Gage, Hailey Bearden, Sierra Jones, Teddy Walker, Katelyn Severance, Misty Boyd, Victoria Kisluk, Marlena Cameron, Jaci Fulton, Tonya Yeager, Jennifer Faunce, Marcia Henderson, Eddie Pinckard, Marcus Hawkins, Mandy Shaw, Ben Montgomery, Jazmyn Miller

Motion to approve old minutes (August 2023) – will do at the next meeting.

Budget Update: Total available to move forward \$4,000. Will have \$10,000 to start the FY 24 with. Have enough to cover this year and next year's scholarships. Fundraising committee will help to raise funds that will go above and beyond the \$10,000.

A copy of the budget can be found in the shared drive.

Motion to approve the budget; Jennifer moves, Marcus seconds. Motion approved.

Compliance - in process of finding out where subject matter expert for communications will fall since safety office is in transition of a re-org. Plan went into effect 9/1/23. SME will be identified soon for ADA concerns. Needs to be in place in March 2024. (Safety Walks)

Committee Updates: No updates to report as groups have not met yet.

Email from Staff Council to ListServ to feel out interest in the following committees. Drafted by Kim and Jared. Committees need to meet before next month's meeting. Propose a budget to discuss and vote on at the October 2023 meeting. Need to draft a calendar of events so that committees do not overlap events. All documents in Staff Council shared drive.

- Advocacy –
- Recognition & Appreciation -
- Fundraising -
- Events -
- Elections & Recruiting –

Communications Officer – each committee will have a point person that will communicate with Communications Officer. Jerrod will take lead for now, but we need to appoint an officer that will work with Cascade for updates to website/other platforms.

Motion to approve by laws to add Communications Officer: Sierra makes motion, Eddie seconded. Took vote, all yes'.

Nomination for Communications Officer: Sierra nominated Chris Gage. No other nominations.

Chris Gage voted into Communications Officer

Additional Policies – Attendance. Committee has grown substantially. Doodle poll helped to pick out times, but not everyone may be able to meet when scheduled. May need to revise attendance policy. Existing policy is fairly strict on attendance percentage.

May need to wait on big decisions until group can meet as one or use Teams to convey considerations that may directly affect the group of employees you represent. Need to verify all Staff Council members are added into the Staff Council Teams group.

Will need to come up with ideas on amended attendance policy. Can share ideas in Teams.

Staff evaluation – email sent recently to Tammi in HR. Waiting on response.

E-bikes on campus – the latest:

Staff member approached Staff Council regarding their e-bike. Does not own a vehicle and e-bike does not fit in normal bike rack. Can a space been developed for e-bikes to be parked. Heat/extreme temperatures cause concern for the battery to explode. E-bike was parked in employee's office and was advised by supervisor that parking e-bikes in office space is not allowed due to safety concerns. E-bike parked in breezeway. No current policy on e-bikes being stored in buildings, with the exception of in the dorms (officially in 23-24 student handbook). 2016 memo alludes to batteries of e-bikes creating an unsafe environment when charged in buildings.

Eddie Pinckard recommends speaking with John Harris. He has a policy regarding e-bikes and batteries. Need to draft/come up with a request to re-consider e-bikes/storage of batteries on campus. Will need to be submitted to John Harris.

UL listed – research/laboratory company that researches safety issues with technology. May need to check to see if they have researched if battery is safe. That may help us determine how to develop a policy.

Call for volunteers to take lead on the issue. Chris Gage has volunteered to assist.

General Staff Meeting – need to iron out a date for our general meeting (all staff invited). Think about your preference about when to have this meeting. Fall can be busy for many people on campus. Do we need to consider Spring? Do we want a meeting to discuss what we should do for the year or have a meeting to recap what we've done. What will be valuable, helpful, and productive.

Volunteers:

Looking for volunteers for name tags and shirts. Name tags run about \$13.00 each through Latson's. come up with a couple options for shirts. Vote on those in Teams. MARCOMM has a color palette and list of fonts that can help us to stay within our branding.

Victoria was nominated and has accepted the task to work on shirts and name tags.

Question about name tags – Katelyn asked if it would be better to have generic name tags for Staff Council that are re-usable. What about lapel buttons?

Digital Access:

Check access to all the digital storage (mailbox, shared drive, and Teams). Staff Council Officers are the only ones with access to the Staff Council email inbox.

Draft Goals 23-24:

What do we want to accomplish this year?

Had a meeting with Dr. Rudin (hope to continue monthly). LGBTQ students are not feeling as included. Would like for us to come up with ways to make this group feel welcomed. Is worried that this may affect faculty and staff (or university culture as a whole). We brought up SGA, student community groups. Talked with faculty senate – does not appear that they have really tackled issue.

Eddie is their mentor/advisor. Maybe he can get some information on their feelings and see if that correlates with staff on campus. Maybe we can generate interest from staff who would like to be more active in providing support for this group. Be a bridge between students, SGA, and Faculty Senate.

Considerations - SB 17. How do you stay in line with this bill?

Assign to Advocacy Committee.

Maybe send out shoutouts for student groups letting people know that they can attend and show their support if they want to. Eddie has access to EMS calendar and could communicate with Staff Council on when events occur. Jaci and Victoria work in Student Affairs can also help to spread the word about when student groups meet, when we have guest speakers, or when big events happen. Where can we have a presence to provide support for student groups and faculty/staff events?

What else do we need to look into?

Chris had someone ask about parking permits. Why are they so expensive and where does the money go?

There is a traffic committee that discusses and votes on parking price. It seems that their meetings are separate from tuition and fees discussions. Money goes to part of the budget that supports UPD and paving and re-striping parking spots. Benefits safety operations and traffic operations.

Jaci volunteered to meet with traffic committee to see if she can get answers on parking permits (how are they priced – what formula is used, what is the money spent on, and why are the increases so big the last couple of years), and who approves the increases.

Not included on agenda – Josh Thompson brought up brought up Who's Who of organizations that are best for working families/parents. There is a badge that our institution could apply for. We would need a specific ranking to get recognition from the organization. Areas we could be ranked on are paternity/maternity leave, child care, emergency child care, etc.

Should we open the door on paid maternity/paternity leave? Would recognition be worth bringing up paternity/maternity leave. May need to look into more to see what kind of weight is behind this kind of recognition.

Meeting adjourned at 3:44 PM.