

- iii. The committee also discussed taking on affinity groups and felt it is appropriate for the committee. The structure would be similar to student organizations with an approval process and updated rosters.
 - b. Mission, Advocacy, and Orientation
 - i. This committee has not yet met.
 - ii. In the past it has been more reactive in responding to requests and needs associated with HR, and may need to explore new directions.
 - iii. **Brian will reach out to HR about exploring the possibility of receiving a more frequent new hire report – monthly.**
 - c. Membership, Governance, and Finance
 - i. This committee has not yet met.
 - d. Communications
 - i. The committee reviewed responsibilities of each member and determined the content for the next episode of the newsletter, slated to come out the last week of July.
 - ii. The committee reviewed a number of new ideas, including a blog, a one-page informational sheet about Staff Council, monthly direct emails, an Instagram account, a year-end video, year-end review on the website, and a survey/needs assessment.
 - iii. A number of changes and updates to the website were made; the committee will continue to review the website for other updates that need made.
 - iv. **Samantha will send the Doodle poll to the entire Staff Council to try to determine a common meeting time.**
 - v. **Samantha will start a draft of the needs assessment to send to Staff Council and discuss at the next Staff Council meeting.**
 - 1. Assessment will be sent to Staff Council members one week before the end-of-July Staff Council meeting.
 - 2. Feedback will be requested at meeting; an assessment instrument will be created for the entire staff at that time.
 - 3. The assessment will only be 5-10 questions and very general.
 - e. Staff Recognition & Community Building
 - i. The committee met and has decided to showcase the award winners on Lobovision in September. They will also do further promotion of Carroll STAR.
 - ii. The committee is also looking into starting an Employee Anniversary postcard.
 - iii. It was suggested that an additional event be added to the first week of September utilizing the tent, e.g. high top tables and drinks.
- 6. Staff Committee Structure
 - a. A needs assessment is imperative. More decisions will be made after this is complete.
 - b. A possibility would be to combine Advocacy & Recognition, or Advocacy & Development.
 - c. Some components may no longer be necessary, like Orientation. This was identified early on as a need but HR has done significant work in this area.
 - d. It was suggested that the Development committee should bring in speakers and topics that HR is not covering – more personal development.
- 7. Other Business
 - a. Next meeting will be held second Tuesday in August, 1:30 pm.