

## Staff Council

Wednesday, February 10, 2016

In attendance: Mike Richwalksy, Rory Hill, Mary Ann Hanicak, Troy Field, April Skurka, Connie Brooks, Ross Carbone, Debbie Nixon, Samantha Guarnieri, Deanna DePenti, Andrew Fronczek, David Wong, Jane Evans, Kevin Hatgas, Brian Hurd

Not in attendance: Eric Eickhoff, Autumn Petti, Courtney Farver, Megan Dzurec, Eddie Carreon

### Agenda

1. University Staff Open Forum
  - a. Submitted Items
    - i. Thefts on campus- what is being done?
      1. Will be discussed during the All-Staff meeting next week
    - ii. Dirt lot (temporary lot next to library) condition
      1. On facilities radar to regravell the lot hopefully this summer
    - iii. Explore the effectiveness of the Carroll STAR program- is this how the community wants to be recognized?
      1. Will have Alex Teodosio to talk about this at the All-Staff meeting
2. Approval of Minutes
  - a. Minutes approved unanimously
3. Committee Reports
  - a. University Committee Reports
    - i. HR Policy Review – Brian Hurd
      1. New policies to review are posted routinely on Inside JCU for anyone to check
        - a. Have received a lot of feedback through this method
      2. Sick time donation will be looked at soon
    - ii. Great Colleges Data Review – Mike Richwalsky
      1. Has given presentations to several divisions about their individual results with many more to come
      2. Presentations are starting conversations within divisions to see how they can make changes within their division.
    - iii. USPG – Mary Ann Hanicak
      1. Currently talking to different individuals and groups across campus to develop the tactics that coincide with the goals that are being set up as part of the university strategic plan

2. Researching best practices (external scans) from other universities to see if we can borrow tactics already being used
- iv. Budget Committee – David Wong
  1. Nothing to report
- v. ULC – Kevin Hatgas
  1. January meeting cancelled- nothing to report
- b. Staff Council Committee Reports
  - i. Membership, Governance and Finance
    1. Spent just under \$3k of budget so far
    2. Some edits have been made to our constitution and has been approved by the executive committee
      - a. Will be passed to Rich Mausser and then up to the Senior Leadership Team
    3. Request for nominations will take place in mid-March
    4. Elections will take place in mid-April
  - ii. Communications
    1. Had a successful 2<sup>nd</sup> issue of the Staff Newsletter go out in January
    2. Meeting next week to talk about topics for next newsletter
  - iii. Mission, Advocacy, Orientation
    1. Campus Colleague program has been very successful
      - a. Only a few folks who have signed up to be a colleague have yet to be paired with a new employee
    2. HR has asked that Staff Council take over Take Your Son and Daughter to Work Day
      - a. We do not feel that Staff Council taking over this event is the best use of our resources
    3. USPG Subcommittee on Mission
      - a. We had to decline
  - iv. Staff Development
    1. Over 70 people attended the Atomic Learning seminar
    2. Working in campus-wide staff development satisfaction surveys with HR
    3. Working on adding information to Staff Connections web site
    4. Looking at forming a Staff of Color affinity group
    5. HR has asked us to help with Administrative Assistant Day on April 27
      - a. We will assist in several areas of this day
  - v. Community Building & Staff Recognition
    1. Successful Soup Truck event on January 4
    2. Many staff and faculty attended that Cavs game

3. Blue Gold days have officially been approved to be every Friday
  - a. Has been voted on and approved by Faculty Council
  - b. Student Union is working on drafting legislation to pass Blue Gold Days for students as well
4. Staff Happy Hour – next Wednesday at the Pub
  - a. Staff Council will cover appetizers
5. Some crossover with staff development committee, so we need to make sure that we are all working on things that fit within the confines of our committee charges
4. All- Staff Meeting Agenda Items – Donahue Auditorium- next Wednesday
  - a. Security Update – updates on thefts
  - b. HR Update – Carroll STAR and other programs
  - c. Fair Trade opportunities presentation
5. New Business
  - a. None
6. Adjournment

**Staff Council Website:** <http://sites.jcu.edu/staffcouncil/>

**Contact:**

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