



Staff Council of John Carroll University
Community Building and Staff Recognition Committee
Agenda

COMMITTEE CHARGE: Community Building and Staff Recognition – will work to develop an equitable recognition and award system. The committee will serve as a resource to the University community in the recognition of staff. The committee will plan and implement activities for the staff that will foster social interaction; develop opportunities for staff to build community; advocate for all staff; and work with other committees to provide open forums for staff.

Date of meetings: September 8, 2015 -@ 11:15 p.m. – Rodman Hall, 3rd Floor
Attendance: Eric Eickhoff, Courtney Farver, Jane Evans, Megan Dzurec

Overriding Committee Goals:

- Strengthen the staff community at JCU through a number of programs and events throughout the course of the year.
- Develop and implement meaningful staff recognition programs designed to complement already existing recognition programs at JCU.
- Recap of Past Events and Programs:
 - Blue Gold Days
 - Seems like it went well. People were dressed on campus and seem to appreciate the program.
 - Will send e-mail reminders and Inside JCU posts leading up to future dates.
 - Look to expand it similar to what CWRU does with their Blue and Gray Days (RHA, Faculty Council, etc.).
- Homecoming
 - Promotional e-mail – September 21 (include all festivities). Reminder on September 28.
 - Tailgate (11:30 a.m. – 1:30 p.m.)

- Tennis Court for staff with signage.
 - BYOB and Food (food trucks available – ask Carla for list of Food Trucks).
 - Raffles/Face Painting for Staff children
 - Megan will do face painting
 - Jane, Eric and Courtney to work on raffles
 - Eric to bring tent
 - Door Decoration competition – Judging will be done on Tuesday, September 29 in the morning (10:30 a.m.).
 - Departments cannot expense door decorations
 - Participation is voluntary.
 - Submit if you are participating by Midnight of Monday.
 - \$50 for coffee and bagels (budget request) for Friday morning (Oct. 2) delivered by Lobo.
 - Blue Gold Days
 - Poster for staff
 - Eric to design
 - Jane and Courtney to work on copy
- Staff Recognition Discussion
 - Still waiting to hear more about JCU STAR program
 - Thoughts about having some sort of memento of recognition that people can give away based around the four learning goals (e.g. Wooden Nickels)
 - Committee will be researching information about how other schools recognize staff. Ideally a proposal will be ready by the end of the calendar year for an employee recognition program based on the four learning goals.
 - Short discussion about how we can use LoboVision to highlight staff contributions based around the learning goals.
 - Cavaliers Game Update
 - Look to have clarity on date and pricing very soon.

Proposed Budget Discussion:

- 1 - Large Staff Event per year (\$7,000) - Similar to the Staff picnic that used to be held under the tent following Reunion. The cost of previous gatherings was at least \$7,000 if not higher. We feel we might be able to reduce the cost if we bid out to other caterers.
- 1-2 Smaller Events per semester (\$7,000) - Ideally we would have four events per year for our staff (outside of the large picnic). Looking at it this way, we would roughly have \$1,750 per event. These events could range from Food Trucks, Happy

Hours, outings to games, etc. So far our highest event cost \$1,200 however, only 1/2 of our staff attended. Ideally, we would like to have all of our staff colleagues attend these gatherings, which is why we request more funding for these smaller more frequent events.

- Staff Recognition (\$1,000) - It appears that any recognition of staff will be the responsibility of Staff Council (with the exception of Silver Circle). It is with this in mind that we are asking for funding to provide adequate recognition to our staff colleagues.