



Staff Council Meeting Minutes

November 8, 2022 | 1:00 p.m.-2:30 p.m. | O'Dea Room (LSC-39)

Attending: T. Barton, I. Breckner, M. Clark, E. Cross, T. Dallas, T. Halter, M. Hilton, C. Horwath, E. Kennedy, C. Kusold, T. Lindberg, J. Mack, M. Mozden, A. Nichols

Recording Minutes: M. Mozden

- **Call to Order, Roll Call, Reflection, Approval of Minutes:** A. Nichols called the meeting to order at 1:15 PM. M. Mozden recorded meeting attendance. C. Horwath provided the opening reflection.
 - A. Nichols presented the October 11, 2022 meeting minutes for approval. A motion to approve the minutes was presented, seconded, and **APPROVED**.
- **Officer Reports:**
 - **Chair:** A. Nichols advised the Council of policies presently posted for review until November 11, 2022, and encouraged the submission of comments. Further, A. Nichols explained the policies, reasoning for the same, and the approval process. A. Nichols discussed plans for the upcoming November All Staff Meeting, which he indicated would be held virtually, and stressed the importance of referring to the the Staff Council calendar and website for event details. A Nichols discussed the need for a Chair-Elect and additional Staff Council members.
 - **Vice Chair for Recognition:** T. Dallas provided an update with regard to lunch vouchers being used for anniversary recognition, indicated the need for volunteers for distribution purposes, and discussed changes to the voucher distribution process. She indicated that Staff Council would only be charged for the vouchers redeemed by staff. T. Dallas advised that M. Scanlan would be nominating a colleague for December Staff Recognition.
 - **Vice Chair for Communications:** M. Mozden provided a Committee update, and advised that the November newsletter would be published in the near future. She informed the Council of recent updates to the newsletter and Staff Council website, and indicated that prizes relative to the Staff Council newsletter scavenger hunt were in progress. M. Mozden noted a need for newsletter topics and ideas.
 - **Vice Chair for Community Building and Networking:** T. Halter discussed numerous upcoming Staff Council events, and noted ways in which fellow Council members can get involved with the same. A discussion ensued with regard to the upcoming Trivia Hour and the previous Trivia Bowl Tournament, along with ways to potentially involve Faculty members with Staff Council events.
 - **Vice Chair for Mission & Inclusion:** C. Horwath provided an update on behalf of the Committee. She discussed planning efforts relative to Black History Month and Native American Heritage month, and also advised that a date for a Staff Retreat is forthcoming. A discussion occurred with

regard to the addition and importance of “Belonging” to the Diversity, Equity, Inclusion, and Belonging mission.

- Vice Chair for MGF: I. Breckner provided a Committee update on behalf of the Committee, during which he discussed Committee vacancies and advised that the Committee’s present main focus is devoted to a review of the Staff Council constitution and bylaws. E. Kennedy advised that budget requests are due so that appropriate funds may be allocated to each Committee. A. Nichols indicated the importance of finalizing budget requests, and noted the budget should be finalized by January 2023.
- Immediate Past Chair: A. Nichols discussed advisory roles and the status of the compilation of an ad hoc committee, and indicated that there was an overwhelming positive Faculty response relative to volunteering for involvement with the Committee. A. Nichols advised that goals and a Committee charge still needed to be formulated, and that more input is needed relative to the same.
- New Business: A. Nichols discussed the upcoming search for a VP for Enrollment and the importance of search committees, Zoom access for Town Hall meetings, remote work issues and recent discussions relative to the Remote Work Policy with SLT, and an upcoming vacancy on the Benefits Committee.
- Open Forum: A discussion ensued with regard to remote work and virtual meetings, the upcoming All Staff meeting and a location for the same, the DEIB diaper drive, upcoming WPRG events, and the Staff Council Gmail calendar. A. Nichols indicated the importance of staff resources and that JCU staff members are able to utilize the same.
- Adjournment: A. Nichols adjourned the meeting at 2:08 PM.