Staff Council Minutes

Meeting called to order at 10:01 am

Members Present:
Anita Boiera, Candice Greenwald, Susan Heath, Laura Iverson-Bastiani, Amy Kelly, Ryan Lewis, Irene Lokcik, Winter Morse

Members Excused: Joe Ferrari

Minutes from prior meeting approved by: Ryan Lewis Seconded by: Laura Iverson-Bastiani

Business:

• Staff Emeritus-Jessica Bowen will help draft the staff emeritus letter to the first group of possibly 5. President Morgan has offered to fund a celebration, detail to come. Mindy Wennergren or Jan Cosky could be asked Staff Emeritus.

• Great Colleges Survey-Julie informed us that all full-timers will be able to participate, stressed that it is administered by a third party and is completely confidential. Hoping for at least an 80% response.

• Staff Compensation Study-taking longer than anticipated. Some staff has had concerns of downgrading titles so that salaries may be smaller. Julie Freestone assured us that there is no intent or willingness to revamp job titles and that there is no connection between the actual work being performed and the job titles. Only those needing raises to get them into their salary range will receive raises this year. No cost of living raises this year across the board but possibly in future years.

• All College Meeting- President Morgan asked for feedback on the new format. We are hearing that most liked it but it could use some tweaking (ie. Cut off the ability to submit questions sooner so that we have less and deeper focus may be given to them.) A suggestion was made that questions be grouped together so that the responders don’t need to hop on and off the stage multiple times, leaving time for more substantive answers. (ie. The answer to the benefits related question only touched on insurance and not tuition remission or diminishing short term disability.)

• Staff Retreat Proposals- eight have been submitted, Winter to send them to us. A suggestion was made to have a key note speaker at the general session which we will try to obtain.

• Elections- Nominations begin 4/11/16

• Griffin Grant with Aviation-Possible hanger visits to take place on June 21st and 22nd, dates to be confirmed once we obtain transportation. The on-campus part will take place in the fall.

• Office Closure Policy- Staff Council will ask President Morgan to create a policy which allows all offices to close for All College Meetings. Currently certain offices close and others are required to leave someone behind to man the office. Other concerns raised were that some offices close early during fall and spring breaks while others needlessly remain open until 6:00 pm. Some areas close their offices completely for a daylong retreat while others never have that opportunity. Additionally, concerned staff has expressed that it is frowned upon for them to take the time to work out even during their lunch time. They fear that there will be repercussions if they do.

• Office Spending- Concerns were raised about certain offices replacing good furniture with new stuff while others do not have that option and settle for the discarded furniture left in the hallways and buckling carpeting their offices.

Other:

• Action Item-Staff Council members will encourage people in their liaison areas to respond honestly to the Great Colleges Survey. Motion to accept made by Irene Lokcik, seconded by Candice Greenwald

• Attending guests included Ben Knorr and Christine Hartman

Next Meeting: April 8, 2016 at 10:00 am
Meeting adjourned at 11:16 am
Addendum from 3/30/16 meeting:

Meeting called to order at 9:34 am

All members were present

- Julie Freestone was asked by the Senior Team to discuss celebrations relating to retirements vs. those leaving but not retiring and the inconsistencies that currently exist in the type of parties given. Payment of the parties is of concern due to budget cuts. Additionally, not all departmental budgets have enough funds to cover the cost. Often times these celebrations come from personal funds of the supervisor and/or co-workers. As a whole, we agree that retirement celebrations outweigh parties of those leaving for other reasons. We also find them to be staff morale boosters. While we would not be in favor of setting a budget for these events, we feel there should be a fund created to allow a set amount of funds to be put toward the party so that individual areas could decide the type of celebration and whether or not they have money in their budgets, or even if they want to contribute personal funds. The celebrations should always meet the approval of the retirees as some do not wish to have that type of attention. Julie will relay our ideas to the Senior Team.

- Anita asked how we can support Admissions in their recruitment efforts. Joe stated that he and Kristie Ross intend to address the idea of having more Admissions events during the week as when they are held on the weekends the campus is bare and doesn’t give prospective students the whole picture. Treavor Beal asked if we could update them with student success stories that could be shared with prospective students. Perhaps Communications could gather such information and share them through email. Admissions has been added to the list of presenters for the upcoming retreat so that we may learn more ways to help.

- Ryan brought up compliance training for staff. FERPA training is currently being developed. Currently the staff handbook is being revamped and policies such as Title IX and non-gender based discrimination are being updated. New employee orientation content is also being reviewed/developed.

Guests: Treavor Beal, Adriana Clark, Julie Freestone

Meeting adjourned at 11:35 am