Welcome!
In attendance: Lisa Heiskell, Valerie Burnett, Winter Morse, Traci Siriprathane, Oliver Anderson, Joshua Pittman, Amy Fairchild and Lauren Erlacher.
Guests: Hannah Thorne and Erin Merrill

Approval of the Minutes
Amy Fairchild made a motion to approve the minutes and Valerie Burnett seconded.

Chair Update—Oliver Anderson
• Last meeting for the year is in May.
• 22 RSVP’s for Wine and Cheese Night so far. Still time to register.
• Staff Retreat proposals are coming in.
• Staff Council nominations are open.

Discussion Items
• Staff Retreat
  o Move forward with funds of $1,500 catering meal options from the HR budget.
  o Including as a part of the retreat the induction of Staff Emeriti and Susan Heath will be recognized.
  o Encourage people to submit proposals as liaisons.
• Community Staff Awards
  o Awards-research awards with zest and low cost
  o Community Staff Awards currently there are 6. Received feedback. Oliver working on it, one final review then push out to campus. Award nominations close by early May.
• Staff Council Election
  o Sending out email and plan in place for staff elections. 5 staff council members will be returning.

Bias Education and Response Team—Karnell Black
• Gave review of the past year and added the education piece as a part of the purpose and included in the name.
• Currently engaging in the “We Are Westminster” campaign. Dialogue is happening with faculty, staff, and students and people are having conversations on their own. Feel like it has been shifting conversations.
• Encourage people to respond and report. There has been a social media push about what is bias and understanding. The focus a lot on education and sharing what resources are available. Encourage people to check out the website, westminstercollege.edu/bias.

Committee Updates
• Rules and Regulations
  o Organizing elections
• Professional Development and Training
  o Organizing retreat
• Community Engagement and Social Events
  o Organizing Wine and Cheese night
• Advocacy
  o No updates
• Staff Emeritus
  o Discussion about the emeritus and definition including retirement age and not just 15 years of service. Discussion about a third category that is maybe a hybrid. Would like to discuss ideas or models to keep staff connected to the college is the long term goal. Recommended that this would be through advancement office.

Other Business
• Question about going away parties and if people who are leaving have to give lists of who is invited. People do not have an understanding of the process and many feel bad. People want clarity of the process and want to know why.
Meeting Closed

**Important Dates/Events**
- April 8, 2019—President’s Breakfast Address
- April 11, 2019—Othello and Wine and Cheese Night
- March 18 to April 12—Call for Staff Retreat proposals
- April 8 to 19—Staff Council nominations
- May 2, 2019—Next Staff Council meeting in *HOWA*
- May 22, 2019—Staff Retreat