Members in Attendance: Alison Vasquez, Erin Merrill, Sarah Lof, Hannah Thorne, Lauren Erlacher, Lisa Heiskell, Sierra Krippner, Kat Thomas, Josh Pittman, Traci Siriprathane

Who is Staff Council

Main points from discussion of “Who is Staff Council”

- Represents and advocates on behalf of the staff community
  - Brings new ideas to admin
  - Understands staff issues
  - Help be the voice for staff to leadership
  - Listen to staff community’s concerns
  - Allow staff to voice concerns without fear
  - Voices staff frustrations to leadership
  - President meets with HR and President
  - Provide transparency regarding conversations with college leadership
  - Provides funding for prof. dev

- Empowering and engaging staff to cultivate and inclusive environment
  - Listen, Understand, Communicate, Action
  - Professional development
  - Staff Retreat
  - Define staff experience, and what it means to be a griffin
  - Staff events
  - Inclusive hiring
  - Create positive culture

Is our Internal Structure and Process Supporting Our Mission?
The council agreed that there was a need for a “re-brand” of staff council which would include communicating the purpose of the Staff Council to the entire staff, communicating the “wins” of the council, increasing the transparency of the process for addressing ideas and problems, and restructuring the meetings to be more friendly to the entire staff.

Goal Setting

- Re-examine structure of the council and how we operate, including how we work with HR and leadership, and the structure of our monthly meetings.
- Have each staff council member talk to two other staff members per month.
- Create a space for staff to talk.
- Create a communication strategy.
- Create a process for concerns, step-by-step, communicate this process with staff members.
Human Resources & Staff Council
Update from Julie Freestone

Projects for Staff Council & HR Collaboration
  New Employee Handbook
  Supervisor Handbook
  Leadership Development Series

Process for bringing ideas or complaints to HR
  Julie Freestones said that there can either be an informal process where Julie is invited to a staff council meeting where we can present and discuss the idea or problem to her, or staff council can submit a formal resolution or proposal which. Faculty senate generally submits formal resolutions.

Staff Council's Role & Authority
  The group discussed the distinction between staff council being involved in smaller individual problems that would be more appropriate for the Ombuds and more general concerns of the staff. We agreed that better communication around what staff council had advocated for and what changes were made in response would help the campus understand the role of the council. It was also agreed that there should be staff representation on all campus committees and that in most cases, these appointments should run through staff council to better be able to disseminate information from campus committees to the entire staff when it is appropriate.

Budget
Sarah Lof, Treasurer
  The council approved the budget with minor changes, including allocating $1,000 to the Recognition Committee which would include the budgets previously allocated to Staff of the Month and Staff Community Awards.
  The council also wants to explore the possibility of getting staff council swag.

Communications
Hannah Thorne, Communications Coordinator
  All events or updates from committees will go through Hannah to make sure that all communications go through the best channels and so that MarComm isn’t receiving multiple requests from Staff Council. The Communications will be drafted by the committee chairs and sent to Hannah for distribution.

Campus Communications:
  What’s Happening
    Will be used to remind the staff of meetings, events, retreats, and to possibly send surveys.
  Griffin Gazette
    Staff of the Month Awardees and Professional Development Recipients will be announced here.
Committee Updates

The role of the Sub-committee chairs is to schedule meetings with their committees and then report back to the council on what has taken place.

Community Engagement:
Traci Siriprathane, Committee Chair

The staff council will likely continue some of the traditional events such as: tailgates, wine and cheese nights, paint night, and the pie contest.

New ideas for this year:
- More events during the work day
- Staff Clubs - Collect different “point people” for interest groups on campus (knitting, board games, soccer, etc.) where staff council would support the community by including their events in staff council communications

Professional Development:
Lisa Heiskell, Committee Chair

The main priority of this committee is the Staff Retreat. Planning will begin in November or December.

The committee will explore ideas for broader campus professional development such as the leadership series.

Recognition:
Sierra Krippner, Committee Chair

New ideas for this year:
- Kudos, either in an electronic or printed form
- Look for opportunities for less formal recognition

Staff Retreat Awards

The council agreed that the process for the awards at the staff retreat need to be formalized to ensure that we can follow through on what we promise.

The council also agreed to retroactively give awards that were promised at the last retreat that were not delivered.
Council Votes:

Proposed changes to the by-laws
Staff Council members reviewed the changes to the Staff Council by-laws before the meeting. During the retreat, minor wording changes were made to “Section III: Elections,” and moved “Section II: Regular Meetings.”

Vote to Approve Changes to the By-Laws
Motion to Approve – Kat Thomas
Second – Erin Merrill
All in Favor – Erin Merrill, Hannah Thorne, Sarah Lof, Traci Siriprathane, Lauren Erlacher, Kat Thomas, Alison Vasquez, Lisa Heiskell
Any Opposed – No
Any Abstentions - No