

Staff Council Meeting Minutes

Date/Time: June 15, 2022 1:30PM Location: J.W.Jones Student Union Boardroom

Meeting called by: Staff Council Exec. Type of meeting: Staff Council Monthly Meeting

Facilitator: Staff Council Exec. Note taker: Gina Smith

Attendees: Selena Foreman, Tony Christian, Gina Smith, Colin McDonough, Michelle Drake, Lisa Crater, Marsha Martin, Melissa Chesnut, Jessie Peter, Kala Dixon, Sierra Rains, Helen Konstantopoulos, Elainabeth Russo, Jill Kain, Becky Meneely, Darci Blackney, Barb Weybrew, Amanda Dempsey, Clarence Green, Shelby Letuli, Ben Rogers, Troy Brady.

The meeting began with a reading of the Staff Council Charter by Selena Foreman.

Agenda Items

Organizational Structure Support & Strategic Operations Reports

Leadership Advisory Team – Clarence Green.

- The Board of Regents will meet later this month to discuss the composition of and process for the university president search committee. The new budget will be presented to the board for approval at this month's meeting.
- A Green Team continues to develop guidelines for staff hiring search committees and implementation of a consistent process for job candidate interviews and job offers.
- An action tracker for employee engagement is under continuous development and will be submitted to the ELT. A recent SLT meeting featured a good discussion about employee recognition, and Krista is soliciting feedback for ideas from other higher education institutions.
- The new benefits consultant USI has begun its review of cost and quality of current health care benefits.
- Forms for annual evaluations have been distributed and are due to HR by October 1.
- Eligibility for service on Staff Council – SLT members may not serve as representatives on Staff Council; staff at all other levels are eligible.
- Krista is working with Spencer Martin of Aramark on the possibility of inviting food vendors to come to campus during the summer months when the regular food service options are closed.

Faculty Senate – Gina Smith

- No report; faculty are not regularly on campus this month.

Student Senate – TBD; currently no Staff Council representative attending Student Senate meetings.

Board of Regents – Gina Smith

- The board will have an open work session tomorrow, June 16th.

Benefits & Wellness Committee – Elainabeth Russo

- Committee has a meeting scheduled to go over results and statistics with and talk through wellness program ideas with USI, the new benefits consultant. Beth urged everyone to enter their Blue Cross portal and to communicate with BC representatives with questions about claims or other insurance issues to make sure we are taking full advantage of opportunities to understand costs for each

person's claims. In addition, the Staff Council chair will also be joining the committee due to the fact that benefits and wellness ranked very high on the employee engagement survey.

- Michelle noted that everyone who makes an online appointment and participates in the HRA each year has a portal. Beth noted that one of her claims, which was initially denied, was changed after she took information from the portal to her doctor for clarification. The council will need a new representative to replace Beth on the Benefits and Wellness committee; Sierra Rains volunteered for the role. Beth explained that she gained a different perspective on health care decisions and complexities of health insurance from sitting on this committee. Michelle noted that the "A Healthier You" website also is accessible from the portal; it displays health actions for users to earn points and enter sweepstakes for gift card prizes.

Ally Affinity Group - Helen Konstantopoulos

- The group met yesterday and watched videos on Pride Month and Juneteenth. Helen provided an explanation for the Juneteenth holiday, which commemorates the date of June 19th, 1865, when slaves in Texas learned of their emancipation.
- The group plans a Summer Social for August 1st at the Pavilion. Michelle Drake has joined the executive council of the Ally group and would like to receive ideas for future programs.

Office of Diversity and Inclusion – Jessie Peter

- Jessie described plans for a variety of activities for heritage months; a list is attached.

Old Business Items:

- A staff representative is needed to join a new Campus Climate committee, as well as representatives to serve on the Inclusive Excellence and Athletics Advisory committees. Ben Rogers and Katy Schwartz-Drowns have volunteered; a decision will be made after consultation with Katy, who was unable to attend today's meeting.

New Business Items:

- A proposal was made for a vote to add a Diversity and Inclusion committee to the current roster of council committees. The rationale for the addition was questioned; how will the committee benefit the council since Helen already is involved as part of the Ally group, even though she's going off the committee? If a decision is made not to establish a D&I committee, can individual members represent those interests? A general consensus was reached to form the committee; Jessie Peter was asked and agreed to take the lead. Kathleen Kobayashi agreed to leave Outreach to join the new D&I committee. Selena and Tony agreed to select someone from the Policy committee to also join the D&I committee.

Committee Reports

Employee Engagement and Recognition Committee – A new supplier of medallions for graduating staff is needed; several possible sources and information about costs will be provided. Barb Weybrew will be the new co-chair with Colin McDonough; the annual campus popsicle distribution will take place in late July or early August.

Outreach Committee – Marsha Martin – The committee is brainstorming ideas for fundraising for the scholarship.

Policy Committee – Helen Konstantopoulos is working on updated alignments for areas and representatives, committee assignments are being updated, and the entire committee is still working on revision of the charter. The possible addition of a Diversity and Inclusion committee may require changes in the membership of existing committees. All members of Staff Council are reminded to get involved in the Council's activities, including those who don't currently have specific committee assignments. A suggestion

was made to provide brief bios and photos of Staff Council candidates for future elections, and other changes for next year's election process are possible.

Diversity and Inclusion committee - Came into existence thirty minutes ago, so no report.

- **Engagement Survey Action Items**

No items to report.

Employee Suggestions/Comments/Concerns

- Selena was contacted by Facilities Services leadership about providing Staff Council information to all three custodial shifts. The custodians without computer access are welcome to use the computers, iPads, etc. located in Human Resources to access meeting minutes and other information. A suggestion was made to request development of a phone app with links to minutes, event reminders, photos, shout-outs, etc.
- Facilities Services has approx. 14.5 positions currently open for this year. Advertising and marketing of custodial position openings isn't working well; the application process is difficult for some candidates due the application requirement for electronic upload of necessary documents. Michelle Drake described all of the actions Human Resources is taking to advertise positions and attract job candidates. Clarence noted that attracting job applicants and candidates is a statewide and nationwide dilemma, not just local. Custodial morale is low due to heavy workloads caused by the current vacancies.

Announcements / Area Reports

- Troy Brady thanked everyone for assistance with the energy curtailment yesterday.

Next Meeting

July 20th 1:30pm- 3:30pm – OL250 and Zoom