

Present: Darcy Blackney, Melissa Chesnut, Anthony Christian, Lisa Crater, Selena Foreman, Duane Harvard, Shelby Letuli, Colin McDonough, Becky Meneely, Ryan Milke, Kelley O'Riley, Jessie Peter, Ben Rogers, Barb Weybrew

Absent: Troy Brady, Kala Dixon, Jeremy Johnson, Jill Kain, Kathleen Kobayashi, Marsha Martin, Matthew Mutson, Sierra Rains, Julie Robertson, Katy Schwartz Downs, Kim Todd

1. Brennon Lehman – Information Technology Update

- New IT Security Policy will be taken to the board in October for approval. The policy is bringing together all policies into one statement
- Eight-character password will be transitioning over to 14-character passphrase (with or without spaces, no special character requirements) starting in September. Passphrase would be something like *My aunt lives in Georgia*
- Changes to Parking Permit system
 - Payroll deduction will be on the only payment option beginning in August
 - There will be upgrades to the system that will make the process more mobile friendly that is planned to roll out in January

2. Clarence Green – Leadership Advisory Team

- Central Plant project recommendation will be moving forward to the state level for 50/50 funding. Starting discussion for P3s funding (Technology Center, Martindale)
- FY24 budget has been presented early. The projection is being based on enrollment. Trying to find the balance of what numbers to use – our foundational total or the aspirational. There will be a more accurate projection in the spring.
- Will be working on focal points and annual goals for the year. This information will be ready for All Employee Meeting in August. The meeting is scheduled for Friday, August 12 in PAC.
- Foundation meeting will be July 28th and 29th
- Board of Regents
 - Met with 3 search firms and should decide later this week and present on July 22nd meeting
 - Reached out to governing boards about who will serve on those teams. Staff Council will be submitting Selena Foreman and the potential of one additional Council member forward for Board approval.
 - They discuss with the search firm if the entire process will be open or if portions will be closed during the search. It is believed that most of the process will be closed up until the interviews.
 - There is one seat still open on the Board.
- There will be a budget/financial session again in the fall like what held last spring. In addition to Finance office, it was discussed that it would be beneficial to add Human Resources into the presentation as well
- The piano has been removed from the first floor Administration Building.

3. Krista Barcus – Human Resources

- Action tracker updates
 - Healthcare
 - The new vendor, USI has met with the Benefits/Wellness Committee. Both Staff Council Chair and Faculty Senate President will have an opportunity to provide feedback during the process
 - Flexible work schedule

- Flexible work schedule has been approved. Remote Work and Flex Schedule policy already in the handbook.
- This process will look different for different areas/positions. Some areas are not able to offer the option.
- Requirements are being looked at but there are two items that are non-negotiable
 - FLSA requirements must be met – hourly employees must log time on timesheet
 - Office must remain open from 8:00am – 5:00pm
- If you have any questions, work directly with your supervisor to see what it would look like for their area.
- Parking
 - Funds received for parking permits funds the budget to cover the cost of maintenance/repair of parking lots and sidewalks
 - Staff Council should be an advocate to communicate the need. The loss of the funding would be a large impact on the status of our parking lots and sidewalks.
 - There is a master plan to utilize the funding for campus parking lots and sidewalks. Selena will reach out to see if she can obtain a copy to share
- Communication
 - There were discussions on what works best for communication. Open to ideas for what would work best for each area
- All Employee Meeting will continue. The Back-to-School Picnic will be Thursday, August 11.
- There was a request to have training from the new counselor on how to talk/approach a co-worker regarding mental health. Hopefully, we will be able to bring the counselor to the Council meeting in September.

4. Committee Reports

- **Barb Weybrew – Employee Engagement & Recognition**
 - Popsicle Event – Wednesday, July 27 with distribution between 1:00-2:30.
 - There are still looking at ordering additional medallions for graduating staff members. Troy noted that he found the vendor we previously utilized. Julie noted that she has used Rapid Elite for medals with engraving as well and might be an additional option.
- **Marsha Martin – Outreach**
 - Orscheln's has donated a 12-capacity gun safe to be raffled this fall. Ticket pricing has been discussed as \$10 each or 3 for \$25.
 - Other possible fundraiser for the year. Crunch for Cause with Taco John's. Valentine's Bake Sale. Along with "You've been egged"
- **Ben Rogers – Policy Committee**
 - Reviewed June minutes. Noted they need to finalize the committee Chair.
 - Discussed the need for Athletic Advisory Committee member along with a Council member to join the D&I Committee which has been filled by Beck Meneely.
 - They will reach out to the missing members for to continue to discuss additional items that was discussed.
- **Jessie Peters – Diversity & Inclusion**
 - Becky will serve on the Campus Climate and Kathleen will sit on the Inclusive Excellence Committee.
 - There is a committee summary for the webpage is ready to be forwarded to Tony which will also be utilized for the flyer information during elections.

- There will be a minimum of two staff council members that will attend the Social Justice Institute each semester.
- Tony will send the D&I Fall events out again with minutes so individuals are aware of all the opportunities coming up this fall. It is our action plan to have 75% of Staff Council members to attend at least one event during FY23.
- **Sierra Rains – Benefits & Wellness Committee**
 - USI's is our new consultant. The following items were possible suggestions during the process:
 - how to fix the higher claims without putting the results on the backs of the employees (their words)
 - Plan is to increase individual interaction with primary care physician both for the sake of undiagnosed health concerns and to increase the rate of early detection and prevention of future health crisis.
 - Hope is to diagnosis health concerns before they become costly/extreme, as well as taking precautionary measures (colonoscopy, mammogram, etc...) to prevent extreme/costly health concerns
 - Indicated that the biometric screenings are no longer an effective strategy to help manage the cost of health care
 - *Discussed* a monthly cost for those who do not annually visit with a primary care physician (as incentive to encourage these individuals to set up a visit).
 - A large concern about PCP availability in this area was discussed, so would need to be further assessed.
- **Michelle Drake – Ally Affinity Group**
 - They are having a social in August 1 12:00 – 1:30 at the Pavilion. Everyone is welcome.

5. Faculty Senate – No report

6. Student Senate – No report

Old Business

- Staff Council received two comment cards since the last meeting. Selena and Krista met with one of the individuals
- Food Vendors on campus. It sounds like there is no concern from Aramark. Krista is still working on this.

New Business Items

- Continuing Zoom option. It was noted that the online option would need to be available for members from NWKC. It was agreed that individuals should be encouraged to attend in person. If necessary to zoom in, they can contact Tony for an online option.
- Updated list for new council members will be provided. The mailing distribution is being updated as well.
- Any flyers or information you would like added and shared with staff members to Tony no later the following Friday after Staff Council meeting.

- The President's Search Committee will like all input what individuals believe are the best qualifications in a candidate. We do not have a definite deadline for this information. Please reach out to your areas and start requesting input.

Engagement Survey Actions

Employee Suggestions/Comments/Concerns

Announcements

- Facilities have 14 positions currently open.
- There are several projects going on this time that may cause detours or lot closing.
- Well Being Coordinator has been hired and there are two new Res Directors that have been hired.

Next Meeting - September 21 | 1:30pm, OL 250