

Meeting Minutes for February 12, 2020

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Absent Members: Rebecca Severson, Megan Otis

Guest Attendance: Two staff members attending as observers.

Introduction /Welcome/Acknowledgment of Group Norms

Leadership Team Report

- **Management/Operations of SC meetings going forward**
 - Katie will be timekeeper during meetings.
- **Presidential Search Committee – update**
 - Staff Council has forwarded candidates to the Presidential Search Committee, and that committee has selected a staff representative, pending approval by the Board of Trustees.
- **Strategic Planning Council appointments**
 - The Strategic Planning Council has appointed the Staff Council president and vice president as members of the SPC.
- **Campus Leadership Group for Planned Parenthood Issue – additional staff council appointment (Action)**
 - This is the working group resulting from the AcA and SUSC motions. Leann is a member as Staff Council president. There is an opening for one more council representative. Members should contact Leann if they are interested.
- **SUSC Email Management**
 - Katie will be taking over management of the SUSC email inbox.

- If someone is sending an email from the Staff Council, please BCC 'Staff Council' so that there is record of any communications outbound from SUSC email.
- **Board of Trustee Meeting, Feb. 13**
 - Leann attended as a staff representative in her capacity as President.
- **New Staff Orientation – SUSC Involvement**
 - HR is updating the New Staff Orientation and has invited an SUSC member to attend a 15 minute timeslot once per month. Katie will attend in April, Leann attend in May. If other members are interested in future months, please contact Leann.

Additional Discussion

- **Campus Committees & SUSC Leadership Team Workload**
 - An increasing number of campus committees are requesting that the Staff Council officers serve as a member. It is good progress that campus groups are now seeking to include staff representation. Can other council members share this role in representing SUSC on campus committees?
 - SUSC president and vice president already have a high work load. SUSC officers do not get any work release for their service. Compensation is also an issue, especially for non-exempt staff. Administrative assistance would be very helpful.
- **SUSC Cabinet Liaison**
 - A question was raised about whether the council's Cabinet liaison will attend council meetings.

Committee Reports

- **Recognition and Appreciation Committee (RAA)**
 - A recommendation for additional staff awards will be presented to Fr. Steve and Michelle Clements on 2/24.

- The internal test of Kudos for Colleagues was successful. The council unanimously approved a motion to open the system campus-wide.
- Next step for RAA is to collect information on how various departments do appreciation and create a database of ideas that can be shared.
- Kit is working to document processes as a record for future years.
- The LT is advocating for a representative from RAA to be part of the awards selection process
- **Review, Compensation & Benefits Committee (RBC)**
 - RBC committee has set up monthly meetings with representatives from HR. RBC would like to assist in communication between HR and staff. There is a need for clarity about where to find information.
 - Are there non-monetary benefits that help with retention and recruitment?
 - Compensation and flexible work schedules are topics that overlap with other committees.
- **Communications Committee**
 - Rosie is exploring ways to create and store legacy documents

Closed Session

Leadership Team Report (continued)

- **SUSC will meet with Presidential Search Firm on March 19, 2-3 pm**
- **Leadership Team Meeting with University Cabinet**
 - LT updated the Cabinet with information from our sharing sessions. Cabinet was positive about work done by Staff Council.
 - Fr. Steve asked if SUSC should consider the creation of a committee related to Mission & Student Experience. Council members discussed how mission and students are a part of the work of all committees.

- Provost's office has begun conversations about faculty-staff relations. Council members will seek to be connected into that conversation wherever possible.
- Natasha Martin wants to bolster affinity groups. The Inclusion & Community committee will seek to coordinate with her.
- Cabinet has received the results from the Staff Voices survey.

Staff Council Member Terms

- **Distribution of 1-year and 2-year terms**

- Members of each focus area reviewed which members are serving 1-year or 2-year terms.

- **Examine Committee membership structure**

- Some committees have few 2-year members who will be continuing next year. The council needs to have a good balance of continuing members on committees. Continuing members may change committees if needed. Retiring members can assist in sharing knowledge with next year's committees.
- Leann asked for volunteers to serve on the committee.

- **Call for volunteers for Nominations/Elections Committee**

Leadership Meeting with Cabinet (continued discussion on mission and student focus)

- Staff are integral to student experience. Staff in support roles serve students even if they are not in student-facing positions. Council members invite University leaders to recognize and articulate the dedicated service that staff provide to students.
- As a governance body, how can we connect with student governance bodies?
 - Invite SGSU to present info about their State of the Student Survey.
 - Invite representatives of SGSU and GSC to meet with us.
- Each council committee can work on a vision statement regarding how it serves the University's mission and students.

Burning Issues:

Are there any issues you are hearing about or that you'd like to share with the staff council?

Topics discussed: budget cuts, faculty-staff relations.