

# Meeting Minutes for October 9, 2019

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Our ninth meeting started with our check-in, and reviewing our group norms.

## Leadership Team Report

- **Academic Assembly (AcA) update**
  - Angie Jenkins will be point-person and Rosie Sabaric is backup.
  - Angie will give a brief update at each of the SUSC meetings
- **University of San Francisco (USF) Staff Council**
  - USF is in the exploratory stages of starting a Staff Council so they requested a Zoom meeting with Leann and Katie to discuss the processes, successes, and challenges of getting the Seattle University Staff Council up and running
- **SU Benefit fair**
  - SUSC will have a table at this event on October 31, 10am-1pm in STCN, which is sponsored by Human Resources
- **Executive Summary of Staff Voices Survey**
  - Leadership Team is working on an executive summary draft with goal to complete by October 21
  - Leadership Team has regularly scheduled monthly meetings with Michelle Clements and this draft will be shared at this meeting occurring on October 21
  - Offered to share this with Cabinet once complete as well

## Committee Updates

### By-Laws Committee

## **Vote for final approval of SUSC bylaws**

- Unanimous approval of By-Laws as written
- Can amend if necessary

## **Vacant Position Update**

- Overlap between approval of bylaws and filling position
- Three options at this point based on bylaws
- **1) Identify alternate from last election** (next two highest, referenced Georgetown procedures for this)
  - The first alternate is still interested in this position
  - If alternate takes position, the person would fill this position until Spring 2021
  - Special election may have to happen if SUSC member leaves and so does their alternate
- **2) Hold special election to fill vacant seat**
- **3) Leave seat empty until next election cycles**
  - One staff council member, Luke Marney, recommended just going with alternate, Bernie and Rosie agreed
  - Elected position vacancy will be Toni Malaspino from College of Nursing, Toni will be invited to join us at next meeting

## **Communication Committee**

### **Sharing sessions**

- Have to be pushed out to late October/early November
- Need to be sure PowerPoint and Executive Summary are complete

- Created a project spreadsheet to ensure who is doing what for the Sharing Sessions
- If interest from other groups, can do a SUSC survey roadshow for feedback or further conversation

### Mary Petersen, Vice President and University Counsel

- Congratulations to all for getting SUSC up and running

### Board of Trustees committees

- Talked about appointment of one staff rep to each of the seven BOT committees
- Need these names by end of October so they can be ready for November meetings
- To make sure there are not duplicate names from people already sitting on the committees, SUSC will receive a list of those Staff members
- Staff Council will send out email call for nominations
- Working group formed to go through these nominations to move these names forward to Fr. Steve and the Chair of the Board for final selection

### Strategic Planning Update and Discussion

- SUSC welcomed members Kent Koth, Stephanie Lewis, and Bob Dullea of the Strategic Planning Committee to hear an update
- Open fora happening soon for final draft to be submitted to Fr. Steve for approval by Nov. 1

### LinkedIn Learning Update

- Mary Dawson, Director of Human Resources talked about LinkedIn Learning being rolled out as a Professional Development tool
- Table for this at benefits fair and plenty of information on the HR website
- Guidelines for usage on the information page

## Council response to parking policies

### **Carpooling regulations**

- Concerns coming to SUSC email about new carpooling regulations
- Leadership Team will bring this up in next meeting with Michelle Clements
- Craig Birklid or someone else from Transportation will be invited to discuss this so SUSC might better understand their process
- Ideally, Staff Council should be consulted on these sorts of changes going forward