

Seattle University Staff Council Meeting Minutes

Wednesday, June 8th, 2022, 1:00 PM PT – 3:00 PM PT

Location: Remote using Zoom

Present: Kit Morse, Kari Langsea, Chelsea Lien, Andrea Ross, Angie Jenkins, Carly Darcher, Christina Juarez, Dario Ogaz, Dawn Madore, Eunice MacGill, Jenna Isakson, Jessica Allen, Julie Schwabe, Laura Hauck-Vixie, Matt Burton, Stephanie Lewis

Minutes: Eddie Salazar and Chelsea Lien, SUSC Secretary

Welcome

- Introductions, Land acknowledgement, Group norms, SUSC Check-in, SUSC email report

Election Update & Welcoming Incoming Council Members

Elections concluded on May 31st with 749-ballots sent and 207-votes received. The individuals who will represent the following areas for the term, July 2022 – June 2024, include:

- Academic Focus Area
 - Kim Thompson (Exempt) | Disability Services
 - Rachel Olson (Non-Exempt) | Center for Faculty Development
 - Valerie Fisher (Non-Exempt) | Disability Services
- Student Focus Area
 - Zana Crites (Non-Exempt) | Office of the Registrar
 - Ashlee Day | Office of Multicultural Affairs
- Structural Area
 - Becky Rowe (Exempt) | Office of Human Resources
 - Mike Mullen (Union) | Facilities Services
 - Lindsey Jeske (Non-Exempt) | Office of Strategic Initiatives
- At-Large Members
 - Eli Christopher Voigt (Exempt) | Marketing and Communications
 - Niall Quinn (Non-Exempt) | Student Financial Services

Cabinet Report: Tim Leary and Chris Van Liew

- This past “transition” year was unexpected, and is highlighting Strategic Directions Process, <https://redhawks.sharepoint.com/sites/StrategicDirections/SitePages/Professional-Development-for-Staff.aspx>, which includes the professional development of staff. Jenna on open session – how to not lose momentum with this directive, with roles that staff play. Seven separate sessions with staff.
- Summer hours start this next Friday the 17th
- Cabinet and trustees went on a retreat. Go into various topics.
- Staff Celebration evaluation, https://seattleux.qualtrics.com/jfe/form/SV_9ov2XYwjD9Hcd26
- VP for HR will be coming onboard later this summer
- Discussion on rationale for the new benefit percentage for new employees (5-5-5%). Commitment to current staff for return to the 10% contribution – permanent, no plan for annual review. Reported a suggestion to introduce a Market Referent Range (MRR)
- Recording of the CFO session to be posted soon.
- Report on BOT retreat with Cabinet. Updated BOT with Strategic Directions and Budget.
- Kit reported on the Staff Celebration. There are still stickers. Drop by Kit’s office if you want more stickers.
- Commendation of Tim for years of service to staff

DEI Training for SUSC: SUSC Inclusion and Community Committee

- Include in council onboarding
- Discussion of timeline for implementation
- Build into Engage SU
- Menu of options – for wider campus participation
- Teams document where anyone can add ideas for DEI training resources, <https://redhawks.sharepoint.com/:w:/s/SUSC/EZ5NO4NLMQFMnlHrstSR0a8Bad6xqgKYGIBMunZbnOVIFA?e=jDhpCh>

Bylaws Vote: Proposed Amendments: Kit Morse

- Council will vote on the proposed amendments to Article X of our [bylaws](#), relating to the roles of officers
- Proposed amendments were sent to Council via email on 5/26
- Proposed amendments were adopted by vote

Leadership Team Election: Kari Langsea and Chelsea Lien

- President nominations:
 - Kit Morse continuity – Elected
- Vice President nominations:
 - Stephanie Lewis – Elected
- Secretary/Treasurer nominations:
 - Carly Darcher – Elected

Transitional Conversations

- Introduction of all SUSC members (rolling off, continuing, and new)
- Expectations of incoming members
 - Email & Teams – every council member has access – invitation to keep tabs
 - Meetings – 2nd Wednesday of every month – fully virtual
 - Committee involvement – expectation to join at least one committee, but most members are on two to three
 - DEI training – in the planning phase
 - Onboarding and team building – reinstating
 - Video cameras – requested to remain on during the monthly meetings – we understand there are exceptions

Committee Year-End Reports

- Review, Benefits, and Compensation
 - Liaison with HR with HR policy input (meets twice a month)
- Inclusion and Community
 - Identify issues in order to promote an inclusive campus, input to ombudsperson role, listening sessions (worked with Athletics, Nursing, A&S) – planning social, building inclusion survey (meets twice monthly)
- Recognition and Appreciation
 - Hosted appreciation survey to campus, planned celebration, Kudos for Colleagues (meets infrequently except Spring)
- Nominations, Elections, and Bylaws
 - Ran elections and initiated bylaw change (meets monthly)
- Staff/Faculty Interactions
 - Works closely with ACA, working on Staff Development Center (meets twice a quarter)
- Communications Committee
 - Fall welcome, Quarterly updates, initiated and manage office hours, staff connections, update website (meets twice monthly)

Thank You: Kit Morse

- Wrap up thoughts & comments from members rolling off council
- Those rolling off council include:
 - Matt Burton (19-22)
 - Carly Darcher (21-22) – Rolling off as Council member and elected to the Secretary/Treasurer role
 - Jenna Isakson (20-22)
 - Christina Juarez (20-22)
 - Kari Langsea (19-22)
 - Chelsea Lien (19-22)
 - Dawn Madore (20-22)
 - Eunice MacGill (20-22)
 - Craig Nisgor (21-22)
 - Julie Schwabe (20-22)
- Special thanks to Tim Leary for serving as our Cabinet Liaison this past year.
- Thanks go to Chris Van Liew for serving as our Cabinet Liaison, and we look forward to our continued partnership in the next council session.

- We also want to thank Ellen Huelmann, HR, for attending our monthly meetings and fielding questions from staff. We appreciate your presence and knowledge you brought to each meeting.
 - A special appreciation goes out to Eddie Salazar for continued support of Staff Council. Eddie comes to all our monthly meetings and takes minutes. Thank you, Eddie!
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Next SUSC meeting: Wednesday, July 13, 2022, 1:00-3:00pm