

H&S Staff Council Meeting Minutes
Tuesday, July 1, 2014 @ 2:30PM
Blanton House (826 W. Franklin St.), 2nd Floor Conference Room

I. Attendees

Marquita Aguilar, Gaily Bartee Canter, Morgan Balch, Reena Jadav, Jennifer Elswick, Edith Allin, Rhea Miller, Andrea Moreau, Michelle Carpenter.

II. Establishment of the H&S Staff Council

Dean Coleman requested all H & S Staff be invited to attend an open staff forum to discuss H & S Great Place Initiative on April 28, 2014. During the forum, staff stated their concerns, suggestions, and ideas in relation to the College and expressed strong interest to re-establish the H & S Staff Council. The Dean agreed to this suggestion and Marquita Aguilar coordinated the first meeting.

III. Election of Officers 2014-2015

- A. President, Michelle Carpenter
- B. Vice President, Dorothy J. Booker
- C. Treasurer, Gail Bartee Canter
- D. Secretary, Reena Jadav
 - University Staff Senate Representatives:
 - Jennifer Elswick
 - Morgan Balch – requested to be nominated for Univ. Senate
 - Andrea Moreau – requested to be nominated for Univ. Senate

IV. Meeting Details 2014-2015

- a. Date – Monthly meetings to take place every third Thursday of each month (except in July 2014 when it will be held on the fourth Thursday of the month & there will be no meeting held in August 2014)
- b. Time – 2:00PM to 3:30PM
- c. Location – TBD – Rooms will be reserved each semester through the Room Reservation Coordinator at Records and Registration, Schuyler C Maedjaja
- d. Next meeting – Thursday, July 24, 2014 @ 2:00PM to 3:30PM at Hibbs Hall in Room 405
- e. Open Discussion – Members shared thoughts and ideas for the new council this year

V. Upcoming Events

- A. Faculty/Staff Appreciation Event
 - a. Tuesday, September 2, 2014 at 11:30AM to 2:00PM at Student Commons - Commonwealth Ballrooms; Food and refreshments provided. (Purpose is to promote growth and teamwork by gathering together and getting to know each other).
- B. H & S Staff Awards Ceremony
 - a. Date, Time, Location TBD (tentatively in the Spring). (Purpose is to provide incentive for work done by staff. Goal is to present two awards next year).

VI. Assignments

- a. Review and edit Bylaws and Staff Council Constitution (handout)

**Roster of Members, Officers and Alternates
Plus Email Contact Information**

Name	Department	Email
Michelle Carpenter, President	Mathematics & Applied Mathematics	mcarpente4@vcu.edu
Dorothy Booker, Vice President	Dean's Office	djbooker@vcu.edu
Gail Bartee Canter, Treasurer	Dean's Office	dgbartee@vcu.edu
Reena Jadav, Secretary	African American Studies	rjadav@vcu.edu
Jennifer Elswick	Psychology	jlelswick@vcu.edu
Edith Allin	Chemistry	emallin@vcu.edu
Rhea Miller	Chemistry	rmiller3@vcu.edu
Andrea Moreau	Chemistry	moreauaj@vcu.edu
Morgan Balch	Dean's Office	mewood@vcu.edu
** Elizabeth Pishchalnikova	World Studies	edpishchalni@vcu.edu

**** added to our Staff Council Roster 7/2/14**