

College of Humanities and Sciences Staff Council
Tuesday, November 28, 2017
Hibbs Hall, Conference Room 308
11:00-12:30pm
MINUTES

Meeting called to order at 11:01am by Staff Council President, Will Moran

Members present: Michelle Carpenter, Hayley Darwin, Cyndi Finefrock, Jeannie Friedrich, Patrick Hurley, Ron Lloyd, Corey Martin, Will Moran, Monique Morton, Kathleen Murphy, Dae Newman, Ginny Schmitz, Pamela Williams (13 out of 14 members)

Members absent: Eli Christman

Quorum met. (13 out of 14)

Agenda sent out to members prior to meeting

I. Remarks from Executive Committee

- a. Acknowledgment of Kathleen and the Staff Council flyer. It looks great and Gregg approved. An example was passed out to look at it.
 - i. Discussion of adding full group picture.
 - ii. Discussion about how/where to distribute
 - iii. Discussion of edits – some members left off/position changed

II. Picture of Staff Council

- a. Moved to the end of business agenda (end of meeting)

III. Re: Meeting Attendance

- a. Discussion of if there are obstacles in the way of getting to the meetings, to let Executive Committee know. We want to show that we are still in this, united, and committed to prove we are here to stay.
- b. Reminder to get your supervisor include on your EWP if it has not been done already.
- c. Point brought up to limit time of meetings. Discussion followed that we should keep the allotted time just in case of special projects, guests, meetings run over, etc. Having that time frame is important for “just in case” moments and to slot out time in your day for the importance of Staff Council.
- d. Helpful hints – put on your calendar and set a reminder.

IV. Updates from committees

- a. Ad-hoc Coaching committee - Revisited closer to end of meeting. Information below:
 - i. Coaches have been assigned.
 - ii. Someone is still needed in grant specialist for coaching category
 - iii. Ginny will be sending an email out to everyone who agreed to coach. The information will have the staff member you are coaching and what they need coaching in. There will be no more than 3 people assigned.

V. New Business/Open Floor

- a. Cyndi – Update about budget.
 - i. Sterling gave approval and we have an index. Our budget is \$2500. A meeting will be set to go over the process and how to move forward.
 - ii. Ideas for ways to spend money?
 1. Professional Development support?
 2. T-Shirts to wear at meetings and for to promote Staff Council
 3. Business Cards, flyers, swag, etc.

4. Restriction – can't get food for a regular meeting. Possibly for special meeting or event. There are limits on food, period.
- b. Staff Forum Discussion
 - i. Concerns that none of the questions that were submitted were addressed by Deans at the forum. Some of council's questions were submitted and none of them were brought up like we first thought they would be.
 - ii. Discussion continued about reaction to the Staff Forum
 1. Suggestions/Ideas for future: Let Staff Council "run" it so there are no intimidation factors.
 2. Unsure about the focus of being on Staff Council, but not really having a voice there. Discussion about permission to have one on our own.
- c. Discussion about what staff vs. faculty receive upon being hired (gift bags, t-shirts, etc)
- d. Discussion about retention raises
- e. Talent@VCU discussion and thoughts
- f. Discussion of faculty respect experience
 1. Ideas for council – "Solutions tab" on website. FAQ section, where to draw line
- g. Website update
 1. Hayley to send Dae updated minutes and current member list
- h. STAFF COUNCIL PICTURE TAKEN!

Meeting adjourned at 12:10pm.

NEXT MEETING:

Date, time, and location TBD