

College of Engineering Staff Council

Meeting Minutes: Wednesday, October 17, 2018

In attendance: Derrick Meads, Rob Theakston, Josh Duruttya, Cindy Lane, Bob DaCanto, Beth Lutin, Melanie Smith, Callie Viens, Mary McBeath, Betsy Davies

Meeting called to order at 10:05 A.M.

Derrick Called for New Items for Discussion:

Cindy Lane has been approached by engineering staff to request a change from pins/charms for service awards to different items staff can choose from. The items and their value would be based upon the years of service.

Mary McBeath spoke about an employee in the Med Center she knows and how they choose their service gift. She volunteered to obtain more information on how the Med Center does their service program.

Discussion of By Laws Revision:

Derrick asked the council if they had read his changes to the previous set of By Laws he emailed out earlier to everyone and if anyone had any recommended changes. Everyone agreed the By Laws were accepted.

Derrick asked the council if a cap should be placed on how long someone sat on the council. Mary suggested there be no cap on length of service because of the small size of some of the engineering departments. Betsy Davies suggested it be written as a suggestion to serve two years but not to have a cap on how long someone can serve. Everyone was in favor.

Events:

Derrick asked the council if we wanted to attempt an event by the end of the year since the council just got started. Mary suggested we have a brown bag lunch with Dean Rudy Buchheit. The brown bag lunch with former Dean Larry Holloway was very successful. Betsy also thought the brown bag lunch was a good idea for the College since some of the staff haven't met and interacted with Dean Buchheit yet. Mary suggested we have the brown bag lunch twice per year. We can have one now before the end of the semester and have another in April when the College would have more information about the upcoming fiscal year. Derrick volunteered to coordinate the brown bag lunch with Dean Buchheit. We are looking at doing it in Gatton, White Hall, or the Student Center.

It was also suggested that we do a food drive for Thanksgiving. Callie will be contacting God's Pantry for food drive information and what their deadlines are.

The Circle of Love program here at UK was also a suggestion. Mary suggested we choose a couple of children to purchase gifts for. Callie remembered an email she received from the Circle of Love and was going to check on it for more information. It was suggested that perhaps we should just focus on one of

the two events, the food drive or the Circle of Love. At this time, the food drive will be what the council will work on. We can suggest to staff to participate in the Circle of Love program.

Derrick also talked about the PI campaign and asked Betsy to brief us on the program this year. Betsy informed the council that this year they are not only targeting faculty and staff but also donors. Right now they are working with a donor to see if we can get matching gifts for what faculty and staff contribute. Betsy talked about how the actual contributions were down somewhat last year but the participation was up. Mary suggested that reporting show what new money is being given this year in addition to the money that is normally given each year.

Derrick also suggested we do a fun video roast to motivate faculty and staff with giving. Derrick also suggested a silent auction for scholarships on the Giving Day which should be around April 17th.

A staff retreat for Engineering was also suggested but there may be too much going on in the College for staff to get away. Some departments in Engineering already have their own staff retreats.

It was suggested that this summer the Staff Council host a BBQ in the courtyard or have a food truck in the courtyard this summer for staff and faculty.

Rob suggested we have the lunch and learn sessions for staff. Topics can be things that matter to staff such as retirement, elder care, parking, etc. We can have these sessions to make sure staff have access to the resources they need.

Engineering Staff:

Betsy suggested we feature one staff member each month by doing a staff spot light. It was suggested that this could be done in the Co-Eng newsletter that goes out each month.

In order to communicate to all staff what the council is doing, the council talked about needing someone from all areas of engineering represented in the staff council meetings. There are a few areas that aren't currently being represented. Derrick will follow up with those areas for representation.

It was brought up that different areas of the college are upset over the time off given before a holiday. Some staff feel like the time we leave should be the same college wide. Mary informed the council that Robyn Morefield sends out an email to all departments letting them know what time the Dean's Office will be leaving for the day. It is the Department Chairs who decide what time their staff can leave on those days. This is something that can't be changed. It is ultimately the department's decision.

It was suggested that new staff be invited to staff council meetings so they can see what we do and meet various people within the college.

The council talked about having classes specifically for engineering staff such as excel, leadership, etc. for professional development.

Goals and Strategies:

Derrick wants to make sure the council stays on tasks during the meetings and perhaps we can do this by organizing our meeting around the strategies and goals we have set up.

Final Thoughts:

Derrick will be inviting Dean Buchheit to our next meeting.

Mary reminded staff of the \$100 incentive to do the wellness check-in.

The college will be hiring up to 20 new faculty. About half of those are replacement faculty.

Derrick will be connecting with the University Staff Senate their next meeting on November 8th.

Meeting adjourned at 11:00 A.M.