

College of Engineering Staff Council Meeting Minutes

July 21, 2021

In attendance: Derrick Meads, Kel Hahn, Melanie Smith, Michele Baker, Rob Hannigan, Alicia Anderson, Lacey Hill, Callie Viens, Amy Long, Josh Duruttya, Betsy Davies

Meeting called to order at 10:00AM.

First Hybrid Meeting!

Approval of 06/23/21 meeting minutes.

Addition of Alicia Anderson of a new member, replacing Sue Mills who was the BME representative for Staff Council.

Discussion Items:

Ice Cream Social

Ice Cream Social is scheduled for Tuesday, August 3rd from 2-3PM. As of 07/21 there are 40 people RSVP'd to attend.

Aramark is bringing two tubs of ice cream and supplying toppings. Rob is bringing Oreo crumbles.

Rob, Lacey and Alicia have volunteered to be the scoopers, for health/safety purposes they will be wearing gloves. Lacey will lead the Ice Cream Social because Derrick has a prior commitment and will be there later. Lacey brought up that we will need tables, she will work with Robyn on doing this.

In the event system, we are setting up in the RGAN foyer, but if the weather is nice then we will setup outside.

New Leadership

Lacey Hill has shown interest in becoming the new Chair of Staff Council. Derrick proposed that Lacey Hill be the Chair elect for this year and then move into the Chair position next year. The Staff Council took a vote, all were in favor of Lacey being Chair elect.

Review and editing Staff Council by-laws

- Derrick will start reaching out a week before meetings to see if anyone has agenda items to add.
- Removing Staff Excellence from the By-Laws, how it is currently ran is working well.
- Remove Treasurer
- Remove Event Coordinator
- Staff Senate Liaisons are currently Kel, Derrick, Dale, and Claire. There is a new Staff Senate Chair this year. Derrick's role in the Staff Senate this year is a representative on the President Advisory Committee, his committee will be meeting with Eric Monday once a month. They will communicate staff issues to the President's office and vice versa.

-Kel brought up that we don't currently have a process in place to replace officers, for instance if they leave for another position. Derrick added to the following statement to the by-laws: "If an officer leaves the College of Engineering or a change in duties requires them to step down from the Council, they can be replaced by a special election."

-How do we bring new staff council members in? Derrick suggested Rudy sending an email to the department chairs requesting that they suggest staff from their department who may be interested in being in the Staff Council.

-Addition of appointment is at the discretion of the individual unit and will take place on a rolling basis. Appointment is for a minimum for two years, this does not necessarily mean that you can only be in the staff council for 2 years.

-Evaluate who is currently in the staff council and review if we need to hold a recruiting event. We will table this for the next meeting.

Recap of Lexington Burger Week – Welcome Back to Campus Event

Lacey Hill hosted the event. Lacey said it was a success, there was 8 people who attended, they had a great time! Lacey suggested that we hold a staff meet up once a semester in the future.

Action Items:

-Derrick to talk to Dean Rudy regarding Faculty/Staff Meetings.

-Possibly bring back the Who's Who part of the Staff Council. Derrick will share previous Who's Who with everyone and we will talk about content for newsletter in the next meeting and possibly share the newsletter in late August.

-Derrick will update the Staff Council website with our updated staff representatives.

Items to discuss at August meeting:

-Get a plan together for 2021-22 events.

-Representation throughout the college

-Discuss Staff Council newsletter. Possibly add a feedback section for staff to voice questions and/or concerns.

Meeting adjourned at 10:53AM.