



All-Staff Meeting
Notes

10/05/2016 | 2:00 PM | Donahue Auditorium

1. Submitted Items

- a. An item was submitted requesting clarification on why university vans were moved and are now parked in valuable staff parking spaces near Rodman.
 - i. The Mission, Advocacy, and Orientation committee will discuss this with JCU PD and Facilities. The answer will be posted to the Staff Council website.
- b. An item was submitted inquiring whether Staff Council would support JCU becoming a smoke-free campus.
 - i. The Executive committee will discuss.
- c. Staff members are encouraged to use the Staff Council website to submit questions and concerns.

2. Upcoming Events

- a. The **Donut Lab food truck will be on campus on October 14** at Keller Commons.
- b. In the Spring, Staff Council will host trucks from Barrio and East Coast Custard.
- c. Tickets will be available for a **Cavs game on January 29**. Price will be \$42 each and includes a complimentary ticket to a Monsters game, date TBD.
- d. Monthly Happy Hours are now being held at Granite City because the Beachwood Pub closed. The first was hosted last week and was well attended. **The next will be held on November 17**.
- e. Staff Council will again support RHA's trick-or-treat program with donations boxes for candy. Look for information via email and Inside JCU.

3. Homecoming Door Decorating Contest

- a. The winner is Financial Aid, who had a 'no place like home' Wizard of Oz theme. Please stop by and check it out!
- b. Honorable mention goes to University Archives and Library, whose theme tied into University history with photos from past homecomings.

4. Thank you – HLC Visit

5. HR Updates – Alex Teodosio

- a. Mark your calendars for upcoming HR events – can be found at sites.jcu.edu/hr
- b. MetroSelect is being brought on as a new healthcare option. It's less expensive and aligns well with JCU's mission – MetroHealth is known for serving regardless of ability to pay, and has JCU alumni in leadership positions.
- c. **Open enrollment will take place this November 7-18.**
- d. **Benefits fair will be held on October 27.**
- e. Sarah Mattison is introduced as HR's new intern.

6. Staff Council Assessment

- a. Results are being collated now and will be presented soon.

7. Athletics Overview – Jane Evans

- a. There are 31 full-time, 49 part time, and 13 graduate assistant employees that service 23 varsity teams. This is a significant number of programs for a university of our size.
- b. There are approximately 600 student athletes each year, while 30% of each incoming class intends to play a varsity sport.
- c. Athletics is proud to collaborate well across campus, working closely with Enrollment, Financial Aid, the Registrar, Dining Services, Residence Life, Facilities, CSSA, etc.
- d. As a Division III school, financial aid is not awarded for athletics participation.
- e. Check out www.jcusports.com for information on the teams.
- f. Staff are encouraged to attend Homecoming events this weekend and cheer on our teams.
- g. The Pot of Blue and Gold Party is scheduled for Saturday, March 18, 2017.

8. Sustainability & Housekeeping Overview – Rory Hill & Andrew Fronczek

- a. Recycling
 - i. There have been a number of changes with housekeeping services in the past year.
 - ii. There are over 50 special compartmentalized waste containers around campus that offer the opportunity to sort waste.
 - iii. Plans are being made to implement recycling systems in classrooms, departments, and outdoors.
 - iv. The dining hall has its own system for composting but it's currently being evaluated, as we do not produce enough waste for it to be picked up by the company being used.
 - v. Advice to staff who want to make sure items are recycled is to take items to the public areas where the compartmentalized containers are.
- b. Housekeeping / office cleaning
 - i. Schedule is listed online under Facilities—Housekeeping..
 - ii. Each office should ideally be cleaned once each week; some are cleaned every day, some are rarely cleaned.
 - iii. Current provider is under evaluation.
 - iv. Rory and Andrew plan to begin walk-throughs on a weekly basis to see how things are going for each office.
 - v. Staff are encouraged to email Andrew and Rory directly (rhill@jcu.edu, afronczek@jcu.edu) with comments or concerns about how their offices are being cleaned.
 - vi. One issue is that housekeeping staff are currently doing nighttime room set-ups, which are provided free of charge to those who request them. They may start charging for special set-ups and departments will be encouraged to set up on their own if possible.

9. Other Updates

- a. The US Bank ATM in the Administration Building is no longer accepting deposits – it is now cash only.
- b. The JCU Vendor Fair will be held next week in the Jardine Room – check Inside JCU.

10. Upcoming Meetings

- a. Tuesday, January 17, 2:00 PM, Donahue