

**JCU Staff Council  
Communications Committee Meeting  
Monday, November 20, 2017 10:00 am Murphy Hall Conference Room**

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Attendees | Dan Fotoples, Amita Frawley, Beth Pierce, Megan Wilson-Reitz

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#### Check-in

- The committee reviewed and approved the minutes from the Oct. 24 committee meeting.
- The committee thanked Beth for her contributions to the committee; she has accepted a new position elsewhere and will be leaving the university in December. We will miss her!

#### Executive Council report-back

- Megan gave a brief report of notes from Executive Committee meeting

#### Newsletter

- Goal: send by Wednesday 11/29
- Content (November newsletter):
  - CSSA staff service award announcement
  - Question of the month: "What is your favorite benefit of working at JCU?"
  - Signature events calendar for December from the Community Building committee
  - "Onward & upward" update
  - Link to feedback form and Q&A page - new updates there
  - Thanks for participation in custodian appreciation week
  - Christmas party Dec. 7
- Content (January newsletter):
  - Confirm dates on website
  - January 31 university community forum
  - January 18 full staff council meeting
  - January 25 all-staff meeting

#### Discussion: SLT participation in SC events?

- Preface: members of the Senior Leadership Team have asked whether they are welcome/invited to Staff Council events. The following are a few thoughts on this question from members of the committee:
- We all need to make the effort to do the work of healing relationships broken by the financial crisis and subsequent restructuring. This requires real interaction.
- SLT members need to understand and respect that certain boundaries exist for them as administrators, and tread carefully.
- We don't want to actively exclude SLT but we want to be intentional about where and how they are invited to participate.
- Can we ask SLT to actively create spaces where we are invited as well?

#### Assessment:

- Executive Council members have received a chart of Staff Council strategic priorities that asks each Vice Chair to identify KPI's on these priorities for the remainder of the year. Vice Chairs were asked to have this completed by the next Executive Council meeting; this will form the basis for our year-end assessment.
- Dan is working with Eric/Salo to develop a January assessment of the ERG's
- In January-February, we will work on writing the staff survey that will go out in March to assess Staff Council's efforts.

Meeting adjourned 11 am.

Draft 1.3.2018/mtwr

Approved 1.18.2018