



Staff Council Meeting Minutes
5/18/2017 | 3:30 PM | Murphy Room

Attendees: Rory Hill, Eric Eickhoff, Lisa Brown Cornelius, David Wong, Marianne Cicirelli, Adam Green, Ruta Marino, Megan Wilson-Reitz, Debbie Nixon, Jamie Spitznagel, Andrew Fronczek, John Brautigam, Julie Myers, Jane Evans, Salomón Rodezno, Brian Hurd, Eddie Carreon, Courtney Farver

Absent: Samantha Cocco, Mary Ann Hanicak, Connie Brooks

1. Call to Order & Opening Comments

- a. March 22 meeting minutes approved.

2. Submitted Items

- a. Message in appreciation of S. Rodezno's leadership at the recent Higher Education lunch.
 - i. Message shared with S. Rodezno, his committee, and the Executive committee.
- b. Request to use microphones at all larger campus gatherings to accommodate those with hearing impairments.
 - i. Staff Council is committed to using microphones consistently at their meetings.
 - ii. Staff Council will advocate for this use at larger University meetings.

3. Committee Updates

- a. Staff Recognition & Community Building – E. Eickhoff
 - i. Monday, May 22 – Ice cream truck on campus
 - ii. Wednesday, May 31 – Staff Social, 5-7 pm, Bar Louie
 - iii. Two Indians games available this summer
 - iv. Upcoming All-Staff Meeting – Staff Awards and perpetual plaques will be presented
- b. Mission, Advocacy, & Orientation – B. Hurd
 - i. Mission Mondays have been introduced via Inside JCU. Thanks to J. Myers for coordinating this initiative. This will take a break for the summer and resume in the fall.
 - ii. A 'Mission Minute' is added to All-Staff meetings – please let a committee member know if you would like to present at next week's All-Staff meeting.
 - iii. Connecting with Dr. Ed Peck for programmatic funding.
 - iv. Idea to host a recognition and appreciation event for staff who are leaving the university over the next year. B. Hurd has contacted Dr. Jeanne Colleran with this idea to request collaboration and support.

- c. Membership, Governance, and Finance
 - i. Thanks to D. Nixon for her work with nominations and the election process.
 - ii. We will end the year under budget.
 - iii. Conversations continue with Dennis Hareza to acquire a permanent budget moving forward.

4. Dr. Nick Santilli, Interim Provost – HLC Committees

- a. We have a set of committees being populated with Staff Council representatives in order to begin preparing for our 2018 Comprehensive Visit from HLC.
 - i. Mission
 - ii. Integrity (Policies & Governance)
 - iii. Outcomes (Teaching & Learning)
 - iv. Assessment (Teaching & Learning)
 - v. Resources & Institutional Effectiveness
 - vi. Federal Compliance
- b. We are now on a cycle with HLC to have a 4th year and 10th year visit.
- c. Community members have been assigned to chair each committee whose work most closely aligns with the work of each committee. Staff Council may nominate or elect representatives to sit on each committee. Names should be submitted to N. Santilli by fall.
- d. Document provided with summaries of each criterion. Commitment will be through 2019.
- e. Work will begin in earnest in fall 2017. Summer 2017 will be spent by co-chairs deciding how to approach.
- f. Question: how will this be measured in regards to a staff member's workload? Will this be in addition to or in conjunction with their work?
 - i. Supervisors will need to be in agreement.
 - ii. This is work for the entire university. We need all of our staff on board to make it work. Accreditation is important to us. It is not extra work or in addition – it is central to the work we do. We need to be able to support people when they step forward to be involved in it.

5. University Committees List for Staff Council Representation

- a. L. Brown-Cornelius presented a comprehensive list of all committees on which Staff Council will have representation, including anticipated time commitments.
 - i. 6 UCCG committees are still starting
 - ii. 6 HLC committees
 - iii. 7 Board Committees
 - iv. HR Policy Review – nearly done with review of existing policies
 - v. Presidential Search – L. Brown-Cornelius invited
 - vi. University Leadership Committee?
 - vii. Great Colleges to Work For
 - viii. Facilities Space Committee
 - ix. Mission Integration Committee
- b. Representing the staff on these committees can be very valuable for one's own professional life.
- c. At June Executive Committee meeting, it should be determined who will serve on each committee.
- d. We will begin to have a regular time during Staff Council meetings where staff members can report back to the Council on what is happening in committees. These notes will be published as part of formal Council minutes.
- e. **L. Brown-Cornelius will reach out** to committee chairs to request full lists of membership so we can be strategic about who to appoint or elect.

- f. L. Brown-Cornelius shared that she has been asked to sign a confidentiality agreement regarding the Presidential Search Committee – there may be some information she will not be able to share.
6. **End-of-June Event to Honor Departing Colleagues**
- a. June 27 may be a date to consider.
 - b. Big Tent is not available following Reunion Weekend – perhaps upstairs Dolan patio?
 - c. Ideas: potluck, bar, ice cream, on-campus or off
 - d. Rich Mausser supportive of us holding an event. He expressed concern about privacy for the individuals affected by the early retirements. We would definitely not publicize names. It would be an open invitation.
 - e. Celebration may be the wrong word – perhaps use a message of gratitude. “Gratitude in a Time of Change” as a possible theme. This may honor that everyone’s work is changing.
 - f. Concern about those who may be involuntarily leaving the University – how do we honor them?
 - g. Idea to provide a table of buttons that staff can take to self-identify they are leaving.
 - h. **M. Wilson Reitz will send** a message to the staff requesting ideas.
7. **Introductions of New Members in Attendance**
8. **Upcoming Meetings**
- a. **All-Staff Meeting is scheduled for May 23, 2:00 pm, Donahue.**