

A&S Staff Council Meeting

September 14th, 2023 245 Patterson Office Tower @ 11 AM

1. Welcome/Introductions/Review of previous month's minutes (2 minutes)

- Attendance: Joseph Wiley (Chair), Kristina Morgan (Vice-Chair), Katia Davis (Recording Scribe), Taylor Kincaid, Miguel Prieto-Valle, Colleen Knight, Spencer Krenke, Melissa Cowan, Eleazar Wilson, Melanie Esterline, Teresa Smith.
- August 2023 minutes approved unanimously. Motion to approve by Taylor, seconded by Kristina.

2. Singletary Center Event Review (5 minutes)

- 91 people signed in at the event.
- Ice cream truck was a hit.
- Next year should plan to only have the event from 12-1:30 PM. Most attendees had left by then.
- Spencer suggested that the second wave of pizzas should come sooner. There was too much of a gap. Maybe 40 pizzas around noon and a small amount shortly after.
- At least 10 pizzas were left. Sausage and buffalo chicken were the least desirable.
- A number of people thought the RSVP process was confusing. Someone suggested having a list of staff instead of an RSVP. There was a lot of non-staff members who showed up for event. Some were turned away, others slipped through. Joe said that he will continue doing the RSVP by calendar invite because the majority of people are able to sign-up. No RSVP method is perfect.
- The location worked out well. Was a mix of sun and shade.
- Add any photos you have to the event photos page on Teams.

3. Discussion of bylaws additions/changes/adding new members process (table for October 12th meeting)

- Joe and Kristina meeting with the Dean on September 20th.
- Add staff feedback to the Teams page.

4. Committees Update (5 minutes)

- United Way (6 minutes)
 - Teresa and Joe went to the UW kick-off. Kick-off is on October 2 and ends on October 31. The goal this year is \$24,647.
 - Going back to the old way of doing UW. This year the College will collect themed baskets from units. College to purchase baskets through UW funds.
 - This year they want to engage faculty.
 - Bidpal will be the method of collecting funds again this year. Made \$315 from bidpal activities last year.
 - This year will involve a basket raffle. Drawings will happen on Halloween. Will invite faculty to event. Cut off for basket making will be the 5th.
 - Some concern with the event space capacity was expressed. If faculty are invited, will the space be too crowded?
 - Committee meeting to iron out the details. Taylor and Mel agreed to help out with planning.
- Halloween (7 minutes)
 - Taylor and Mel would like two more committee members. Melissa and Kristina agreed to assist.
 - Committee meeting Monday, September 18 at 11 AM on Zoom.
 - \$400 budget.
 - Taylor is requesting Barker Hall for the event again.

- There will be a costume contests again. Staff Council is encouraged to dress up, but they cannot win contest.
- Potluck style again with noted allergens.
- Spencer to send Taylor the form from last year, if she doesn't have access anymore.
- Coffee & Colleagues (2 minutes)
 - Miguel and Spencer are the coordinators.
 - Will have an early to mid-November event. Considering Thursday, November 15. 9:30-10 AM.
 - Spencer to look at reserving Chem-Phys 3rd floor space.
 - \$150 budget.
 - College will provide coffee every time. Spencer would like to use Manchester Coffee again.
- Desserts in December (2 minutes)
 - Melissa is the point person. Mel and Taylor have agreed to help.
 - So far there are no updates on this event, but will base it off of last year.

5. Staff Response Review (10 minutes)

- Add responses to Teams page.
- So far responses have been mixed between caring and not caring.
- Interested to hear Dean's response.
- Joe and Kristina to update at October meeting.
- Provost Townhall will be on September 21 at 3 PM.

6. Webform (Table for October 12th meeting)

- Talking to Dean about webform etiquette.

7. Staff survey update (added to Teams page)

- Added to Teams page. 62 responses.

- Teresa said that this survey was taken into consideration for the College's Strategic Plan and a work group implemented.

8. FY 24 Budget (2 minutes)

- Fall Kick-off event went over-budget. Spent \$1,128.19.