

MINUTES

CLAS Staff Council – Regular Monthly Meeting Wednesday 6/12/19 – 302 SH

- I. Call to order 11:05
- II. Roll call
 - a. PRESENT: Kathy Ford, Mark Fullenkamp, Kari Gates (ex officio), Alaina Hanson, George Hospodarsky, Pattie Kimbrough, Emma Kirk, Jen Knights, Kellie Kucera, Heather Mineart (ex officio), Julie Ostrem, Greta Sokoloff
 - b. ABSENT: Jenny Britton, Kayt Conrad (ex officio)
- III. Election of officers *Motion – Jen Knights, Second - _____, unanimously approved*
 - a. President – Pattie Kimbrough
 - b. Vice President/President Elect – George Hospodarsky
 - c. Secretary – Emma Kirk
- IV. Committees
 - a. Discussion
 - i. Reviewed which committees are in draft bylaws (awards, bylaws [governance], committees, communications, diversity, education, elections, goals)
 - ii. Some of these are redundant and with just 11 members on the council, having this many committees seems unrealistic. Consensus is that some of these committees can be collapsed or combined, may be only 1-2 members, and/or can have a liaison to the larger/existing committee at the CLAS and UI levels
 - iii. Roles of committees – discussed in more detail for
 1. bylaws – this could be a big project until established, but then may not be as necessary to have a unique standing committee
 2. goals, committees, and elections could be the same group – possibly executive committee or the chairs of the other committees
 3. communications – website, email, how to communicate with CLAS community, where to house documents, listserv?
 4. Propose diversity committee to name change Diversity, Equity and Inclusion
 5. Education – could be opportunity for engagement in new employee orientation, health fair, publicizing other existing opportunities, supervisor training, access to workshops or new opportunities, performance appraisals, self-service training, etc.
 - iv. How to recruit from wider community?
 - b. Call for volunteers
 - c. Final proposal/summary:
 - i. DEI will be served by liaison – Kathy Ford and/or Jenny Britton
 - ii. Awards will be served by liaison – Greta Sokoloff
 - iii. Bylaws – George Hospodarsky, Pattie Kimbrough, Alaina Hanson, and Jenny Britton
 - iv. Committees/Goals/Elections – chairs and executive committee
 - v. Communication – Jen Knights, Mark Fullenkamp, and Emma Kirk
 - vi. Education – Julie Ostrem, Greta Sokoloff, and Kellie Kucera
- V. Adjourn – 12 p.m. *Next meeting 7/10/19 11 a.m. 302 SH*