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Staff Council Retreat

June 15, 2022

-AGENDA-

8:30-9 – **Breakfast**

* Welcome - Mark
* Introductions

9-10 - **Business**: Overview (Mark introduce)

* Brief history of CLAS Staff Council
  + Distinction between CLAS SC and UI SC
* New members: What do you expect of CLAS Staff Council?
* Our vision for the future / how we can increase visibility /impact / diversity
* Dean Sanders has asked us to work on defining more strongly our purpose and role in the College.
  + Here’s our mission statement, from our By Laws: “The purpose of the College of Liberal Arts and Sciences Staff Council is to provide a venue for staff members in the College to participate in collegiate and university-level shared governance. The CLAS Staff Council facilitates communication within and between the academic and service divisions of the College, promotes the Council’s strategic goals and initiatives to staff members, advises the Dean on collegiate policies and decisions that affect staff, provides a conduit for staff to voice concerns to CLAS administration, recognizes staff members for their service, and ensures staff involvement in committees and discussions that affect CLAS-represented staff.”
  + Gather initial thoughts now from both new Council members and experienced outgoing council members—The new/current council will develop further at the visioning event with additional staff from the College.

10 – 10:20 - **DEI Sparkshop**:

Identifying and Addressing Microaggressions | Steven Edwards

10:20 - **Break**

10:30 – 11:30 - **Business**: Conversation with Gigi Durham, PhD, faculty University Ombudsperson (via Zoom, Julie will introduce and facilitate conversation)

* What are themes / topics that are prevalent among UI staff expressing concerns or seeking guidance from the Office of the Ombudsperson?
* To put our own work in the context of the University at large, and help us envision how / where we can be most strategic / impactful

11:30 - **DEI Sparkshop**:

Mentoring Across Group Lines | Steven Edwards

12:00 - **Lunch** provided

1-2 - **Business**: Bylaws and Committees (led by Greta)

* Bylaws review – We started with UI SC Bylaws as a template / guide but we can make changes to fit the needs of this council and the College.
* Committees – Do we have the right committees / number of committees?
* Bylaws / committees: discuss whether ex officio members should/can serve on committees. Can non-councilors serve on committees even if they are not voting members?

2:00 - **DEI Sparkshop**:

Visual Descriptions and ALT Text | Erin Stresow and Bailey Anderson

2:20 - **Break**

2:30-3:30 – **Business:** Staff Council Elections (led by Greta)

* Special Elections to replace resigned councilors: Ali, Amanda, and Blake vacated seats and it was a challenge to get their seats filled. Can we include processes / instructions in the bylaws so we know just what to do going forward?
* Discuss whether we need to review and potentially adjust the employment classification groups for elections.

3:30 - **DEI Sparkshop**:

Managing Difficult Conversations | Bria Marcelo

4:00 – **Business**: Envisioning our Visioning event – September 14

* Update from planning committee- What input does the committee need from Council to guide event plan?
* Goal(s) for the event:
  + Identify shared identity / vision / purpose for the council
* Name of event?

4:30 **Happy Hour** (optional)