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**STAFF COUNCIL mONTHLY MEETING**  
**MINUTES**

Wednesday 12/21/22, 10:30 am

HYBRID

In-person 240 SH and

via Zoom Meeting

<https://uiowa.zoom.us/j/98191553384>

In attendance: Mark F., Rebekah P., Shonda M., Jen K., Leyre C., Rosie S. (ex-officio – ALT), Sylvia G., George C, Mallory H., Rebecca T. (ex-officio – dean’s rep), Adam S., Julie R. (ex-officio – HR), Bradley Carson

Not present: Alli R., Emma K. (ex-officio, past-pres), Sandy M.

Guests: Katie Linder

Call to Order by Mark at 10:34a

Minutes (11/16/22) accepted by George, seconded by Sylvia

New Business

* Introductions
  + Brad Carson replacing Karen Noggle as ex-officio for UI Staff Council
  + Round table introductions of those present
* Spring meetings roundtable scheduling update
  + CLAS SC meeting invites to CLAS leadership to discuss Visioning Event Report action items
    - DEI – Liz Mendez
    - Communications – Ben Hill
* CLAS SC to send Thank You to UI SC for funding the Visioning Event
* Commencement Marshalls
  + Recommended by SC participants
  + Volunteers received lunch
  + Ceremony was student focused
    - Reduced number of and length of speeches
  + Will get requests for spring volunteers out early

Old Business

* Brown Bag Event Coordination (Adam, Mallory)
  + Push to next month agenda
  + Need functioning committee
* Visioning Event Report – see items above

Committee Updates (see reports on Teams)

* Communication Committee
  + Will be combining CLAS SC Newsletter with MarComm Faculty & Staff Newsletter
    - Decision supports staff desire to see increased presence in MarcComm Newsletter
    - Decision also reduces work for CLAS SC Comm Committee
    - Will still collect staff feedback via CLAS SC website
* DEI Committee
  + Members attending CLAS DEI Committee meetings – next meeting, Jan 30
    - Charges to Workgroups
      * Mentoring
      * Equity Audit (hiring, evals, promotions, student evals, faculty service)
      * DEI Toolkit (instruction, faculty, faculty, staff, students)
        + Next meeting Jan 18
  + Look at MOPS to formalize connection w/ CLAS DEI Committee
* Elections Committee
  + After discussions with Becca, decided to wait for MOPS to be corrected before making changes
  + Work w/ SC Comm Comm and MarComm to improve announcements and language as well as improve ballot structure
    - Highlight in Jan MarComm newsletter
* Exec Committee
  + Meeting with Dean Sanders rescheduled
  + To discuss improved communication, DEI and strategic planning initiatives
* Dean’s Office Meeting Debrief
  + HR Staffing Updates – lots of changes but with familiar faces
    - Current staff elevated, searches for generalists and coordinators
  + Mental Health Training and initiatives
    - Connect staff with resources
      * [Kognito](https://mentalhealth.uiowa.edu/kognito) – Distress Intervention and Suicide Prevention Program
        + Self-guided course offered through Self Service
        + Needed due to uptick in suicide cases
        + Goal is to expect all CLAS SC members to take the course

Lead by example

* + - Will introduce at Jan 30 DEO/ALT meeting
    - To be highlighted for the next several months
  + Communication Building examples
    - Finances
      * On track with budget improvement, $1.7M saved
      * Advocating for additional $10M to be added to CLAS budget
      * It’s a team effort – departments are helping to determine budget allocations
    - Deans & CLAS SC working in collaboration to improve communication
      * Want to hear from the deans directly
    - Visioning Event Report & feedback

Motion to adjourn at 11:50a by Jen K., seconded by Sylvia G.

ITEMS FOR FUTURE AGENDAS: --