CLAS Staff Council Meeting
Monthly Meeting – 302 Schaeffer Hall
Agenda for Wednesday, September 16, 2026

Attendees: Jason Milsap, Jamie Klein-Packard, Lindsay Vella, Sarah Horgen, Kelly Kauffman, Vance Morris, Luke Roleck, Adam Skibbe, Beth Mackenzie, Mike Nolte, Anna Gaw, Shonda Monette, Susmita Das Sarkar, Jen Graham

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1. Meeting called to order by President Shonda Monette.

2. Lindsay provided a recap of the CSC EC meeting with Dean Sanders regarding plans for the coming year.
   - Dean Sanders suggested the council work to heavily advertise the CSC meeting with President Wilson and have prepared specific questions for her.
   - The Dean also encouraged ALT to promote CSC to their staff in order to increase attendance at meetings and events.
   - CSC EC could possibly visit departmental staff meetings to promote awareness.
   - One goal for the coming year is role clarity regarding staff job descriptions.
   - Dean Sanders asked for CSC to help frame the messaging to staff regarding efficiencies and the new reality of higher ed.

3. Committee Updates
   - Events Committee: meeting soon to plan the fall CSC event.
   - Communications Committee: Jamie will get the thank you cards from the Dean's Office so they can be distributed. The Committee is coordinating a meeting with CLAS Marcom.
   - Elections & Bylaws Committee: met and they want 10 minutes on the next meeting's agenda to review updates prior to presenting
   - Awards & Recognition Committee: Has not met yet but will open the Mary Louise Kelly award soon.

4. UI Staff Council update: Anna provided a recap of the last meeting. Staff Disability Services presented and is a good resource to be aware of. She is on the Bylaws committee. There will be a review of shared governance at the UI at the next meeting and Barb Wilson will attend on October 6 at IMU.

5. Shonda attended her first 1900 meeting where Dean Sanders presented her State of the College Address.

6. Susmita gave a report of the CCR progress as the reports were wrong. Admins should receive corrected list. Shonda asked Susmita to share the budget with Ryan Kirkey and Jeff Donahue for the coming year.

7. Longevity Awards: The report can be pulled now to determine what the budget needs to be.

8. Minutes review/approval
   - 2026-08-19 CSC Meeting Minutes.docx
     (Shonda motioned, Beth seconded, group approved)
   - CLAS Staff Council 2026 Retreat Minutes_05-20-2026.docx
     (Lindsay motioned, Anna seconded, group approved)

9. Jason reminded folks that the year can get away from us quickly when planning events!

10. Shonda asked committee chairs to send her the 1st meeting date for their committees by Wednesday and read the current bylaws before the next meeting so can vote on

11. Adam motioned to adjourn, Lindsay seconded, Meeting adjourned.