

Staff Council Agenda

Date: Sept. 13, 2023

Location: Zoom <https://uidaho.zoom.us/j/87129561969>

1. **Introduction and welcome** [5 min] – Crystal Chair
2. **Roll Call** [5 min] – Quorum was not met 13/28
3. **Staff member of the summer months** -Tammie Noble – June: Michelle Reagan, July: Cari Espenschade, August: Jason Frank, September: Kari Dickinson. Thank you for all you do!
<https://www.uidaho.edu/governance/staff-council/kudos>
4. **Accounts Payable** [30 min] - Daniele Bodden – introduction of the AP team
 - a. AP updates and resources – CV’s in vandalweb will be going away; AP physically moved to Shoup Hall new MS2099; Softdocs will replace stellent for imaging.
 - b. Q&A – Additional resources will be sent to Staff Council for distribution.
5. **OIT** [30 min] - Teresa Amos – Liaison for shared governance and technologies forthcoming.
 - a. OIT update and resources – Adobe cloud license now available; teams phone updates given. Additional resources can be found on the support portal page. Policy and current events. There is a teams UI community forum with the OIT group.
 - b. Q&A – OIT future agenda items – Personal cellphones, financial stewardship of TDX system, and improvements to those systems, computer warranty solutions for sponsored projects.
6. **Regular Reports** [20 min]
 - a. Staff Council Working Group reports.
 - i. Awards & Recognition – Becky – No updates
 - ii. Dependent Tuition Benefits – Charles and Becky – Faculty senate approved a taskforce to address this issue.
 - iii. Communication taskforce – Annie/Ryan – Updated the website for Staff Council.
 - b. Human Resources – Robin – Focus groups and feedback needed for benefits. Open enrollment will be coming soon!
 - c. Employee Training – Elissa – Rolling out a new employee training system and will be coming in October. Bridge@Uofl will be the new system.
 - d. Faculty Senate – Charles – University of Phoenix Provost will be attending a future meeting questions due to Torrey L. by Friday. APM guidance/discussion under review.
 - e. Elections and University Committees – Arlette – Borah foundation committee is looking to fill a current staff vacancy. We are looking for a co-elections chair with this committee.
 - f. Chair & Vice Chair – Crystal and Cody – Summer updates: 1) summer retreat did not happen 2) Lanyards have been made to be a more visible resource 3) Website initiative and updates 4) Staff kudos presented all summer 5) Faculty Senate chair and vice meetings 6) Work of staff council with announcements and issues. 7) Staff council meetings who do you regularly want to hear from?
7. **Good of the Order & Announcements**
 - a. Cody – Vandal vendor fair (Jaggear punchout vendors) October 4th 10am – 2pm.
8. **Parking Lot**
 - a. Please review the members page www.uidaho.edu/governance/staff-council/members
 - b. Target/pay concerns.
9. **Participating in Staff Council in FY24** [10 min]
 - a. Member introduction – round robin
 - i. What is your goal for your work with Staff Council this year? – *Tabled for next meeting.*
 - b. FY24 Working Groups
 - i. Dependent tuition
 - ii. What else do you want to work on?

10. Closing – Adjourned 10:56 am

Meeting Guidelines

1. The monthly agenda will be posted in Teams (UI-Staff Council) under the general channel and agenda tab. A copy of the agenda will also be emailed before each meeting and posted to Staff Council's website.
2. Each agenda item will be assigned an estimated time limit. All council members are encouraged to hold the agenda item owner accountable to time and topic integrity.
3. Discussions will spur questions and topics not on the agenda. Those items will be recorded in the topic parking lot section of the agenda and meeting minutes. Items in the parking lot will be reviewed by the Staff Council officers. If the items align with the parameters of Staff Council's mission, they will be added to next month's agenda as new business.
4. Presentations and subsequent Q&As will be time limited. If more time is needed, items may be posted in the parking lot and presenters may be invited to future meetings. The desired outcome is a presentation specific to topics that align with Staff Council's purpose.