

Staff Council Agenda

Date: Sept 7, 2021

Location: Zoom

Zoom: <https://uidaho.zoom.us/j/87354850554>

1. Call to Order [1 min] - Emily
2. Attendance [3 mins] – Renee
 - a. Attendance taken along with current committee involvements
 - b. Total 27 Staff Council attendees
3. Approval of Minutes [5 mins] Emily
 - a. May 2021
4. Staff Member of the Month [3 min] – Tami
 - a. Lorrie Williams - Administrative Assistant, Sr. – attended
5. Retreat Summary and Next Steps. Need to fill these three committees to identify action steps- be thinking about which committee you'd like to join. [20 mins] - Emily and Erin
 - a. Staff Wellness –
 - i. Keypro webinars are available for all employees and listed on the website
 - ii. Suicide awareness week and prevention
 - b. Staff Appreciation and Recognition (no update)
 - c. Staff Onboarding/Community-building:
 - i. Needing active Staff Council members on various committees several volunteered for Onboarding
 - ii. Please respond to Erin Mack about the committee you will be on as 1) choose or 2) be assigned to one of the three committees.
6. Reports [20 mins]
 - a. Human Resources – Brandi
 - b. Faculty Senate – Bob or Ben
 - i. Senators indicated strong support to transition to Canvas what this means for Staff is uncertain.
 - ii. Mandatory required trainings might be the only impact to Staff.
 - iii. FY21 report for Staff Council was mentioned comments are to be returned to Bob by the end of the week.
 - c. Elections & University Committees – Erika
 - i. Survey/ballot will be sent out after meeting due to openings.
 - ii. Additional University committees were mentioned that only Staff Council members can participate on (FS policy, University Safety).
 - d. COVID – Emily
 - i. Mask mandate will be re-evaluated around Sept 20th.
7. Parking Lot Topics [2 mins] - Emily
8. Good of the Order [5 min] – Emily
 - a. Raising advertised salaries for job advertisements has come up due to failed searches; along with compression and market/target compensation. University finance task force is reviewing.
 - b. Staff morale process and procedures need to be more efficient (example Chrome River)
 - c. Returning to work from Covid to in-person and work adjustments along with lack of Staff.
 - d. Dean of Students is offering Joe's Closet – professional clothing for students to have Sept 27th and 28th to be successful for interviews.
9. 11:00 a.m. Presentation: Campaign Working Group White Paper and Execution of the Campaign [45 mins]
 - a. Guests:
 - i. President Scott Green

- ii. Senior Advisor to the President Chandra Zenner Ford
- iii. Provost Torrey Lawrence
- iv. Vice President of Advancement Mary Kay McFadden

Scott Green, Torrey Lawrence, Chandra Ford, and Mary Kay McFadden gave a presentation on the Campaign Working Group. President Green formed the group to develop and recommend a strategic approach for embarking on a successful comprehensive fundraising campaign. The white paper can be found [here](#).

10. Close [1 min] – Emily
 - Adjourned 10:46am

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 the 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.
5. If training or long-form presentations are relevant to staff, Staff Council is happy to facilitate brown bag lunches or other such meetings.

6. Committee chairs may request time to present updates. The agenda will no longer allow for round robin reports.