



Staff Council

Staff Council Agenda

Date: Oct. 11, 2023 Location: Zoom

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

1. Call to Order & Welcome [1 min] – Crystal
2. Attendance [3 mins] – Renee – Quorum met 19/28
3. Approval of Minutes [3 mins] Crystal
 - a. Sept. 2023 - Approved
4. Staff Member of the Month: Jake Milleson [3 min] – Tami – Congratulations Jake Milleson!
5. Employee Training: Annual Training and Platform [30 mins] – Elissa – 30% of employees have completed. Reach out to Elissa with accommodations and/or additional help as resources are available. Roles, responsibilities, and consequences were discussed. More information can be found at: <https://www.uidaho.edu/governance/edl/bridge>.
6. UCM: Updates and looking forward [30 mins] – John B, Jodi, and Chad - Marketing/branding awareness and foundation to help connect branding resources; Additional information can be found here: <https://www.uidaho.edu/brand/ucm>. University of Idaho YouTube link: <https://www.youtube.com/user/uidahovideo>
7. Faculty Senate: Collaboration with Staff Council [30 mins] - Jean-Marc – Survey will be distributed regarding the University of Phoenix and feedback; Parking costs; Safety and training. Teaching, learning, with AI. Create planning agenda's prior to allow feedback prior.
8. Reports [15 mins]
 - a. Staff Council Working Groups:
 - i. Dependent Tuition - Charles & Becky – No report given.
 - b. CEC Staff Compensation Committee [10 min] -Michelle – Committee has met and will start diving into the draft recommendations in the upcoming months, more information to follow.
 - c. Human Resources – Brandi – Annual enrollment starts October 16th.
 - d. Faculty Senate - Charles & Barb K. – Presentation w/Univ. of Phoenix; APM and FSH revisions and discussion had.
 - e. Elections & University Committees -Arlette – No report given. Reminder – Co-Chair still needed. Please reach out to constituents as Staff Council memberships need to be filled.
 - f. OIT- Teresa – No report
 - g. SC Leadership Report - Crystal or Cody – No report given.
 - h. Accounts Payable – Tyler – Jaggaer update: Please make sure invoice/comments are added. Chrome River snap app can be downloaded for uploading receipts. More information found here: <https://www.uidaho.edu/dfa/finance/controller/accounts-payable>
9. Parking Lot Topics [2 mins] – Crystal
 - a. Grievance committee and follow up with staff that volunteer.
 - b. Volunteer hours for staff employees.
10. Good of the Order and Member Announcements [5 min] – Crystal
 - a. Vandal Vendor fair and engagement was wonderful. The possibility of moving forward with additional fairs and bringing back community feeling.
11. Close [1 min] – Crystal – Adjourned 10:40am.

Meeting Guidelines

1. The monthly agenda will be posted in Teams (VI-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.