

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]
3. **Staff member of the summer months** -Tammie Noble – June: Michelle Reagan, July: Cari Espenschade, August: Jason Frank, September: TBA
<https://www.uidaho.edu/governance/staff-council/kudos>
4. **Accounts Payable** [30 min] - Daniele Boden
 - a. AP updates and resources
 - b. Q&A
5. **OIT** [30 min] - Teresa Amos
 - a. OIT update and resources
 - b. Q&A
6. **Regular Reports** [20 min]
 - a. Staff Council Working Group reports
 - i. Awards & Recognition – Arlette
 - ii. Dependent Tuition Benefits – Charles and Becky
 - b. Human Resources - Brandi
 - c. Employee Training - Elissa
 - d. Faculty Senate – Barb and Charles
 - e. Elections and University Committees - Arlette
 - f. Chair & Vice Chair – Crystal and Cody
7. **Good of the Order & Announcements**
8. **Parking Lot**
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?
 - b. FY24 Working Groups
 - i. Dependent tuition
 - ii. What else do you want to work on?

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.