

Staff Council Agenda

Date: March 9, 2022

Location: Zoom

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

1. Call to Order & Welcome [1 min] - Emily Tuschhoff

2. Attendance [3 mins] – Renee Jensen-Hasfurther

3. Approval of Minutes [3 mins] - Emily Tuschhoff

a. February 2022 approved

4. Staff Member of the Month [3 min] - Tami Noble

Nancy Holmes Proposal Development Specialist in ORED nominated by Laura Heinse

5. Presentations

- Ombuds Overview and Self-Care – Laura Smythe, University Ombuds [40 mins]

Impartial office that can mediate, link visitors to services needed. Laura does offer coaching techniques, safe place for venting. Ombuds is an informal office where visitors can be heard with non-judgmental listening or fear of retaliation. Observation or trends on-campus were discussed and can be found on the website: <https://www.uidaho.edu/governance/faculty-staff/ombuds/annual-reports>. Town Hall recommendations and follow-ups will be forth coming.

Self-care tips: 1) Asking yourself everyday why I am doing this? 2) By continuous of your focus how you are feeling right now in what we are doing. 3) Individualizing those who we serve, find a way to focus on the present. 4) Playing. Finding 5 minutes for transition time from work to home (physical activity to interrupt your day). 4) Choosing positive thoughts during a difficult day. 5) Creating a physical space for yourself – removing yourself physically from your office for 15 minutes a day. 6) Your work can wait. 7) scheduling a break in between meetings to reset your brain for the next mtg. 7) Spending time once a week with friends/family. 8) Be mindful where you so you are fully present in front of you. 9) Finding meaningful ways to use non-work time. 10) Practicing gratitude at the end of the day and identify a grateful moment.

- Culture of Safety Renewed Commitment – Charlene Ewart, Occupational Safety Specialist and Jerilyn Prescott, Chair, University Safety & Loss Control Committee [10 mins]

Committee requested: To remember the importance of safety on Campus for a safe & healthy work environment for all Faculty, Staff, and Students (reminder of EHS, APM 35 and our working environments).

Poll: Renew our staff council safety support for safety culture commitment proposed by the University Safety & Loss Control Committee – Unanimous support from staff council.

- University Accreditation – Dean Panttaja, Interim Vice Provost for Academic Initiatives [20 mins]

Accreditation will be taking place in April. Basic framework Mission Fulfillment: Are we doing our jobs for student success and achievement? Primary Strategic Initiative's: Supporting student success, prioritizing research, telling our story, and improving Financial Strengths. Mission Fulfillment: Current initiatives and student engagement and satisfaction. Culture of Assessment: What are we doing to reach goals, who in the department, how do we document the decisions made. Where can improvements be made. Report can be found here: <https://www.uidaho.edu/provost/ir/assessment-evaluation/accreditation>

- Paid Parental Leave Vote – Faculty Senate/Athena Paid Parental Leave Subcommittee [10 mins]

Two proposals the committee presented: **WSU +plan** – 12 weeks at 90% of your pay up to \$1206.00 per week. Retention is up to 50% of pay. **BSU plan** – 8 weeks of paid leave at 100% of pay.

Flowchart: <https://www.uidaho.edu/-/media/Uidaho-Responsive/Files/Diversity/athena/paid-leave/u-of-i-parental-leave-wage-replacement-flowchart-nov-2021.pdf>.

White paper can be found here: <https://www.uidaho.edu/-/media/Uidaho-Responsive/Files/Diversity/athena/paid-leave/paid-parental-leave-white-paper-updated-1-20-2022.pdf>

Poll: Staff Council support for Paid Parental leave initiatives as presented. **Vote:** 13-Yes 7-Abstain

6. Reports [20 mins]

- a. Staff Council Working Group reports
 - i. Awards & Recognition – Cari Espenschade

Excellence awards and events will take place on April 25th Monday. Vandalstore event will be held May 3rd.

- ii. Wellness – Arlette Jameson –
Wellness survey will be going out to Staff and Faculty.

- iii. Onboarding – Travis Akin –
Making progress on recommendations will be presented in the next meeting.

- b. Human Resources – Brandi Terwilliger – No report

- c. Faculty Senate – Bob Hoffmann or Ben Bridges

Cooperative education, student mental health, Mask updates, policy of classroom behavior.

- d. Elections & University Committees - Erika Crossland

Survey email will be fourth coming for current vacancies

- e. Chair & Vice Chair Report – Emily Tuschhoff and Erin Mack

Onboarding document will be reviewed at the next meeting (feedback needed).

Safety committee proposal should be presented at the next meeting.

Staff CEC feedback and support from the last meeting. Vote was: 22-2 to move forward.

Interested in the Staff Council Chair/Vice Chair are up for elections for next year.

7. Parking Lot Topics [2 mins] – Emily Tuschhoff

Job families project and student mental health overview.

8. Good of the Order [5 min] – Emily Tuschhoff - none

9. Close [1 min] – Emily Tuschhoff

- a. Adjourn: 10:54am

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.