

**Staff Council Beta  
Meeting Agenda and Minutes  
May 1, 2024**

**Attendance sheet**: please put an 'x' next to your name

**Agenda**

1. Welcome to Sara!
2. Updates for the group
  - a. Thoughts/feelings about the latest strategic plan draft
  - b. Student workers are trying to unionize?!
3. Debrief April All-Staff Meeting
4. Work for the remainder of the year/summer:
  - a. Election process
    - i. How many from each Division
      1. At least 2 from Academic and Business/Finance
      2. Athletics - could we reach out to Kelly M?
      3. Shooting for a total of 15 on the Council
      4. We will likely have a new Community and Belonging Division by next Fall (ETS, Upward Bound, Title IX, Taylor Center - plus POSSE and bias reporting, but these do not have dedicated staff who would move over)
  - b. Targeted reach-outs to interested staff - we have seven who have filled out our [interest form](#) so far!
    - i. We should schedule monthly announcements in This Week leading up to next Fall
      1. Lisa will work on an announcement that encourages people to nominate colleagues as well as self-nominations
  - c. Transition planning - what can we prepare to set up the Staff Council for success?

- i. One of the concerns we've heard is that this will just be another thing that doesn't lead anywhere, so as much as we can give the newly elected Council a structure and initial ideas, that will help
  - ii. Scope of work, meeting schedule with Christen (once per month), meetings with PLT, office hours within each Division, etc.
  - iii. Compile a document that expands on our charge and imagines how we would implement each of our responsibilities/goals
    - 1. Let the new Council "ratify and amend" from there
- d. Schedule another meeting with PLT (will probably have to happen over the summer)
  - i. Confirm a potential meeting schedule with the Staff Council and a budget process
  - ii. Discuss a transition plan for overseeing All-Staff Meeting agendas - some ideas for an October meeting might also be something we put in our transition document for the new Council
    - 1. Kelli shared that someone requested to table outside the staff meeting last time, but this can get logistically tricky if many groups wanted to do so - perhaps the Staff Council could review and manage a sign-up process