**Staff Council Committee Agenda**

1:30 p.m., Tuesday October 18, 2021

Zoom

Called to order at:

|  |  |
| --- | --- |
| Members: | Lindsey Solomon (President), Karen Ludwig (Past President), Lisa Wise (President Elect), Duane Random (Secretary), Theresa Capasso (Treasurer), Aubi Crabtree (CMS), Amy Dressel (CMS), Bre Fitzgerald (MAL-C), Cindy Russell (MAL-C), Nitin Srivastava (MAL-NC), Jamie Howerton (MAL-NC), Carey Jennings, Carolin Glendenning-Bowman, Chris Jackson, Debbie Brower, Dustin Perry, Jack Bradley, Jesse Call-Feit, Marci Oncale, Sara O'Connor, Terra Harris, Todd Adams, Jena Lords |
| Absent: |  |
| Secretary Report: | Approve minutes from last meeting |
| Treasurer Report: |  |
| CMS Report: |  |
|  |  |
| Old Business: |  |
| New Business: | 1. Welcome Jena
	1. Jena was voted in as our newest classified Staff Council member. Jena is joining us from ETS
2. Tailgate Event Plan
	1. Staff Council will have the tailgate event on November 20, 2021
	2. Dustin has reached out to the Sugared Moose and they will be providing donuts for Staff Members.
	3. We will also have hot chocolate bombs and hot chocolate packets for staff and family.
	4. Dustin will get a sign-up sheet to send around for volunteers.
3. Professional Development
	1. The Professional Development team has received two applications from Staff members, and two applications from Faculty.
		1. The committee will meet to discuss who is awarded the scholarship.
	2. Staff Council will give out awards in the amount of $1,500 for the academic year.
4. Child’s Scholarship- (Awards shall be distributed for the academic fall semester
	1. A child Scholarship was awarded last year. This only occurs once a year.
5. Communication Plan
	1. The Council discuss a plan to get information out to our constituents.
	2. In the past we sent individualized emails out to groups. Marketing and Communications has asked that we use the communication channels that are in place: Idaho State Today and e-mails generated from Marketing & Communication. If we are sending out e-mails to all staff it needs to be approved by Marketing and Communications.
	3. Amy Dressel will be our main contact for getting communication out.
		1. Jena Lords volunteered to assist with communications when needed.
6. Employee Appreciation gift (replace small activity)
	1. There are many staff members who cannot participate in events due to the COVID19 pandemic. It was suggested that instead of an event, we could send out a gift of appreciation to all staff members.
	2. Ideas for the gifts are as follows:
		1. Magnet to put on car, fridge, filing cabinet, etc.
		2. Mousepad – for those working at home this would bring a little bit of ISU to the home office.
	3. The council agreed they would like to pursue this.
	4. Research will be done on prices for magnets and mousepads.
		1. The sign-shop has the capabilities to do magnets, we can check with them to see if they would be interested in helping with the magnets.
7. Committee Reports
	1. Faculty Policy Committee
		1. Discussing the Tenure Policy
	2. Faculty Senate
		1. Discussing the Tenure Policy
		2. Strategies for in-person teaching during the pandemic.
8. Emergency Policy Change
	1. Libby from the President’s Office sent Lindsey an email regarding an emergency policy change. Lindsey will forward this email to Staff Council for review and comment.
		1. The policy change is to the “Policy on Equal Opportunity, Harassment and Non-discrimination.
		2. Lindsey will forward all comments and questions to Libby.
9. Additional Discussions
	1. Where can staff members request changes to a building directory? Many directories have outdated information.
		1. Put in a Work Request through Facilities Services.
	2. Bengal Giving day is coming up on April 12th and 13th. Lindsey is attending a Bengal Visit Day meeting and will see how Staff Council can support.
 |
| Next Meeting: | November 16, 2021 at 1:30 pm |
|  |  |

Notes:

Meeting called to close at: