**Staff Council Attendance Sheet and Meeting Minutes**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Meeting Specifics** | | | | | | |
| **Purpose** | | **Frequency** | | |  | |
| Regularly Scheduled | | Quarterly | | |  | |
| **Date** | | **Time** | | | **Location** | |
| February 15, 2024 | | 11:00 AM | | | Barnhart Room 249 | |
| **Committee** | | | | | | |
| **Chair**  Jim Nelson | **Vice-Chair**  Sonny Salyor | | **Secretary**  Kimberly Campbell | **Past Chair**  Mary Hammons | | **Internal Communications Liaison:**  Susan Baniak |
| **Precinct 1**  Maggie Maynard  Via Zoom | **Precinct 2**  Anna DeLage | | **Precinct 3**  Millie Hamilton | **Precinct 4**  Kevin Horn | | **Precinct 5/Chair**  Jim Nelson |
| **Precinct 6**  Courtney Floyd | **Precinct 7**  Open | | **Precinct 8**  Mary Higginsbotham | **Precinct 9**  Eileen Kopp | | **Precinct 10**  Jackie Allen  Via Zoom |
| **Precinct 11**  Vicki Belt | **Guest Tim West**  Via Zoom | | **Guest** | **Guest** | | **Guest** |

|  |  |  |
| --- | --- | --- |
| **Agenda Topics Covered** | | |
| **Task ID** | **Agenda Item** | **Presenter/Facilitator** |
| 11:00 | Call to Order | Jim Nelson |
| 11:00 | Welcome (2) New Council members/Farewell to another | Jim Nelson |
| 11:10 | Discuss current by-laws and move to change if necessary | Jim Nelson |
| 11:30 | What would you like to know more about? Future updates |  |
| 11:40 | Dean’s March Newsletter (permanent webpage link)   * Hot Topics * Member Spotlight * Did You Know… |  |
| 11:55 | Next Meeting: May 16, 2024 (Barnhart Room 249) |  |
| 12:00 | Adjourn | Jim Nelson |

|  |  |
| --- | --- |
| **Notes** | |
| Topic | Discussion |
| 1. Call to Order | Jim Nelson called the meeting to order at 11:00 AM. |
| 1. Welcome (2) new council members/farewell to another | The council welcomed (2) new members to the council, Vicki Belt & Millie Hamilton.  We said farewell to Monica Franklin of Precinct 7. |
| 1. Discuss current by-laws and move to change if necessary | Members of the council discussed ways to make bylaw changes that were more streamlined for what the council needs to have as their primary focus. Mary suggested that we focus on (3) bullets; serve as a liaison between staff members and administration, serve as advocates for staff voicing their concerns and interests to CAFÉ Administration, and serving the campus community primarily during the Annual Round Up Appreciation Day.  Other wording, such as the name of the college, needed to be updated as well. The council also discussed that Article 6 needed to be updated and wording changed as to when the bylaws were reviewed.  Jim stated that he and Kim would take the suggestions from the council for the bylaws and get together and have a proposal to present at the May meeting. |
| 1. What would you like to know more about? Future updates | Some future things the council discussed to learn more about were the Beam Institute, 3 new buildings, and HR Lunch & Learns.  Members talked about ways we could keep reminding people who we are and ways to put our faces in our communities a little more. We talked about going to superintendence at the farms and working through leadership to reach employees who were underrepresented. Tim West suggested that we do success stories and highlight results of our efforts, keep showing how we can help, our “So, what” so to speak. He said, we just need to make people aware of who we are and what our purpose is.  Mary also posed the question, “Who do we take issues to when they arise?” Tim West clarified that he, as chief of staff to the dean, would be our direct point of contact and he would help direct issues and get them to the right people to help resolve issues.  Discussion was also made about shifting our meeting focus to staff profitable forwardness, looking for ways to help our communities, find out what worked, show possibilities of improving ways to advocate, etc. |
| 1. November Dean’s Newsletter | Hot Topics:  Member Spotlight:  Did You Know… |
| 1. Next Meeting: | May 16, 2024, in the Barnhart Room #249 |
| 1. Adjourn |  |