Staff Council Agenda

Date: March 8, 2023

Location: Zoom

Zoom: https://uidaho.zoom.us/j/81867983508

1. Call to Order & Welcome [1 min] - Crystal
2. Attendance [3 mins] – Renee – Quorum 20/27 two proxies.
3. Approval of Minutes [3 mins] - Crystal
   a. Feb. 2023 - approved
4. Staff Member of the Month: **Eric Everett** [3 min] – Tami – Preaward sponsored program team lead.
5. **OIT Teams Phones 9:15 a.m**. PT [30 mins] Dan Ewart, Darren Kearney and Jason Swanby – Phone lines costs $12/month this will free up finances; MS Teams will be the primary phone systems moving forward (goes live Friday March 10th). New features will include auto transcriptions, VOIP system will still allow emergency calling, funding saved will be invested into future.OIT will be working with departments to ensure their external phone needs are met.
6. **Great Colleges to Work For Survey**- Awards and Recognition **9:45 a.m**. PT [30 mins] Cari Espenschade and Sunny Wallace – Reviewing/feedback regarding the employee celebration events for the future by consolidating events; making sure that staff have equal amounts of recognition; Staff Council still wants to be involved with the development and/or committee representation; Ensure satellite campuses and ext. are planned into these events. Phase two – Winter celebration event coming in 2024.
7. **Recycling at U of I 10:15 a.m. PT** [30 mins] Sarah Dawson, Olivia Wiebe and Kenneth McCurry – Presentation given regarding the recycling program coming. More information can be found: www.uidaho.edu/recycle or email: recycle@uidaho.edu
8. Reports **10:45 a.m. PT** [10 mins]
   a. Staff Compensation Committee [1 min] -Omni – Nothing to report.
   b. Staff Council Working Group reports [1 min]
      i. Awards & Recognition – Cari – Staff appreciation day March 23rd 11am – 1pm. Feedback for excellence awards is currently being reviewed.
   c. Human Resources [2 min] – Brandi – Nothing to report.
   d. Employee Training [2 min] – Elissa - Nothing to report.
   e. Faculty Senate [2 min] – Bob – Academic program approvals; trend for cluster hires to increase diversity on campus; phone service is headed to Microsoft teams; SAT/ACT were made optional in the admissions process due to the pandemic and Senate is reviewing for the future; Boyer report was discussed.
   f. Elections & University Committees [1 min] – Erika – Getting close to the end of this year. Staff Council appointments are May to May; 1-term emails will be completed before spring-break. Please think about Chair/Vice Chair and they will appoint officers. Get recruiting!
   g. SC Leadership Report [1 min] – Crystal – Focusing on recruiting for new officers! Staff Council communications work group is moving forward!
9. Parking Lot and Good of the Order [5 mins] - Staff Council Members – Attention to PERSI workshops here in-person April 24th; Happy International Women's Day; Email volume restrictions discussed; President's concentrated program wraps up the 25th of March. Jaggaer trainings are happening now.
10. Close [1 min] – Crystal – Please attend the next two meetings and use Staff Council members as a network.

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.
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.