

Staff Council Agenda

Date: April 13, 2022

Location: Zoom

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

1. Call to Order, Welcome and Introduction of New Members [5 min] - Emily Tuschhoff

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

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

a. March 2022 minutes approved

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

Shelby Silflow, Buying Manager for the Vandal bookstore was nominated by Yvonne Sertich.

5. Presentations

- Job Families – Lodi Price, Human Resources [40 mins]

Job Families - A group of jobs involving similar types of work and requiring similar training. Job Series – multiple levels of closely-related positions within a job family (Admin. I, II, III). Why? Increase transparency, reduce unique titles, consistency in qualifications, supervisor budgeting resources and planning. Pooled searches can be used from multiple searches.

- University Library Services for Employees - Perri Moreno and Jessica Martinez [20 mins]

Space and collaborative work/meeting spaces are available to reserve. MILL – open to the public for projects and needs you may have., tutoring opportunities available. Services available:

Request a book: <https://www.lib.uidaho.edu/find/request.html>; Studio:

<https://www.lib.uidaho.edu/studio> ; Special collections: <https://www.lib.uidaho.edu/special-collections>

; New York times: <https://libguides.uidaho.edu/nytimes>; Academic Impressions:

<https://libguides.uidaho.edu/academicimpressions>; Equipment:

<https://www.lib.uidaho.edu/studio/loanable.html>

6. Reports [20 mins]

a. Staff Council Working Group reports

i. Awards & Recognition – Cari Espenschade

Award winners have been announced and are on the website. University celebration will be April 25th at the ICCU arena; May 3rd will be the staff appreciation event at the VandalStore.

ii. Wellness – Arlette Jameson

Continuing on the Wellness details of the survey will be forth coming.

iii. Onboarding – Travis Akin

Report has now been completed and sent out to Staff Council and recommendations have been sent to the President and they are awaiting feedback.

Motion: Staff Council is recommending and in full support of the recommendations this committee has made. **Approved and supported unanimously by Council.**

b. Human Resources – Brandi Terwilliger – No update

Preference regarding polices survey will be fourth coming.

c. Faculty Senate – Bob Hoffmann or Ben Bridges

Accreditation and participation showed strengths; four recommendations will be fourth coming; CEC at 5% and distributions; Parenting leave for faculty; Student feedback and effectiveness.

d. Elections & University Committees - Erika Crossland

Ending of terms, University wide positions as well as open council seats were discussed.

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

Council Chair and Vice Chair seats were discussed

7. Parking Lot Topics [2 mins] – Emily Tuschhoff
 - a. Consider running for Staff Council Chair or Vice Chair for 2022-2023
8. Good of the Order [5 min] – Emily Tuschhoff - none
9. Close [1 min] – Emily Tuschhoff
 - a. Motion to end the meeting: 10:49AM

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.