**Staff Council Agenda**

Date: December 8, 2021

Location: Zoom & Ag Sci 62

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

1. Call to Order & Welcome [1 min] - Emily

a. Introduction of new members Crystal Callahan and Joana Espinoza

2. Attendance [3 mins] - Renee

3. Approval of Minutes [3 mins] Emily

1. November 2021 – Approved

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

Erik Stenback – Administrative and Business Operations, Facilities – submitted by ?

5. Reports [35 mins]

* 1. Staff Council Working Group reports
     1. Awards & Recognition – Cari

Combined Faculty & Staff Excellence event will be held May 4th. Nominations link is now live: <https://www.uidaho.edu/governance/faculty-staff/university-awards/staff-awards/categories/nomination-forms>. Nominations will be accepted until Jan. 28th, and will be announced bi-weekly in the Register.

* + 1. Wellness – Arlette

Committee will be prioritizing short term goals and mapping approaches for long term goals.

* + 1. Onboarding – Travis or Erika

Two people from HR have now joined the committee to maintain efficiencies. Onboarding checklist for staff and supervisors will be made available. Some suggestions for new ideas for onboarding is making Parking available.

* 1. Human Resources - Brandi

No updates. FSH 3340 and APM 30.51 are planning to go to UFM later today (evaluation process).

* 1. Faculty Senate – Bob or Ben

UCC has seen an increase in certificates/minors; Affinity groups are still being established; Vandal-gateway discussion; vaccination clinics are still being offered.

* 1. Elections & University Committees - Erika

One vacancy is still remaining in Facilities; Faculty/staff survey will be sent out by the end of the semester.

1. Parking Lot Topics [2 mins] - Emily

No updates given

1. University committee updates – Emily

Great Colleges to work for committee updates recognition, fair workload management (implementation for spring). Paid parental leave – gathering more data for the financial aspects and next steps.

1. Good of the Order [5 min] - Emily

* Geology rock sale in ISUB today until 4pm
* President comments, questions, or concerns should be emailed to Emily or Erin.
* COS Equity and Diversity certificate – Lysa Salsbury
* Christmas Carol is currently showing at the Hartung Theater
* Sodexo meal reimbursement has been completed. If refunds are still needed contact Lisa Miller [lisa@uidaho.edu](mailto:lisa@uidaho.edu)

1. Close [1 min] – Emily

Adjourned: 9:46AM

1. Informal Connection & Gathering

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.