

Bellarmine University
Staff Council August Meeting
Meeting Minutes

March 16, 2022

<i>Present:</i>	Emily Brock, Abigail Walsh, Kent Jennings, Shawn Snapp, Shelby Bosi-Linton, Kevin Rasp, Jackie McNatt, Daeja Robinson, Dawn Jewell, Emily Neuhauser, Dominique Clayton, Shannon Meiman, Elaine Surdyke, Calene Baldwin, Tracey Cox, Caitlyn Hulls, Ken French, Julie Benvie
<i>Not Present:</i>	Angela Rone, Dalton Washle
<i>Next meeting:</i>	April 20 at 11 am in Fireplace Room

1. Meeting called to order at 11:04 a.m.
2. Approval of minutes from February 16, 2022
 - a. Motioned by Shelby Bosi-Linton and seconded by Abigail Walsh.
 - b. Kevin clarified a few details about how premiums are paid in and out of coverage plans for health insurance. Also gave an update on upcoming Health Benefits Fair and open enrollment – April 20. Tracey followed up with comments about how much money is going out of the university to cover health care costs.
3. Town Hall Meetings
 - a. Emily met with Elizabeth Hinson-Hasty and Angela Rone about different structure for Town Hall type meetings to make it feel more conversational in a way that would create more dialogue. Town Hall content would be presented prior to in person meeting with a period for questions to be submitted and the live meeting is where questions would be addressed live.
 - b. Feedback – likes that it prioritizes more time for questions, allows time for processing when information can be overwhelming, more time to look at supplemental materials and dig into data
 - c. Shawn mentioned Adam Elias is working on a platform that could be useful for this type of format. Yammer is part of Microsoft 365, social media platform that is more internally focused to our BU community.
4. Alumni Events
 - a. Want to get faculty and staff more involved in summer events in particular
 - b. Will likely partner with one of our subcommittees to facilitate that work
 - c. Hope is to capitalize on activities/events we are already doing and expanding the scope
5. Proposed Updates to Subcommittees
 - a. Dawn researched what other staff council groups do and said it seems more ad hoc groups might be needed, mentioned sustainability as a topic covered by some other staff councils. Doing more things to bridge the gap between, faculty, staff, students because not all staff work directly with students every day. Talking with Gina Priddy about creating some kind of adult pep club/cheering group for athletics events. Emily Neuhauser mentioned in chat that Ball State has a spirit group like this!

- b. Kevin suggested other staff councils were more of a connection point to other committees and create opportunities for collaboration. Emily mentioned hopefully the university council will create more of these opportunities too.
 - c. Create more collaboration for faculty and staff through updates to committees.
 - d. Abigail said overarching committees are consistent with what other schools do but we should do more ad hoc committee work in the future.
 - e. Kevin suggested changing to just Employee Affairs Committee and remove benefits language. Use committees to be consulting bodies instead of always feeling pressure to do work solo or create tasks to be working on.
 - f. Change language around committees to be more loosely defined and align with University Taskforce.
6. By-Law Review and Proposed Changes to Annual Review Process
- a. Emily spoke with Angela and she has been our designated person to sit on SC but we are working on getting her to be our official liaison to the President and Board instead of Sean Ryan. Angela would not come to meetings anymore, but we would loop her in when we need to. Propose having past president role serve as key connection to keep liaison up to date.
 - b. Subcommittee would take on annual review of by-laws.
7. Leadership Structure of Staff Council (Coordinating Committee)
- a. Proposal to align with Faculty Council structure – past, present and future president work in tandem, create more overlap in leadership for handoffs, one year term for each
 - b. Tracey clarified what happens to vice president/secretary/treasurer positions. Emily clarified that would become future president role.
 - c. Vote was unanimously approved.
 - d. Looking at current structure – Emily will move into past president role in 2022-2023, Abigail and Shelby serve as co-presidents for 2022-2023, vote to elect future president, Abigail would roll off next year and Shelby would be past president 2023-2024. Maybe change name of Coordinating Committee.
8. RMAC and Compensation Review Committee
- a. Looking into rolling over vacation time again. Daniel said it can be addressed in the upcoming meeting on Friday.
 - b. 2 personal days per year. Roll over vacation time due to pandemic were put in personal time bank. Personal time does not roll over. We are proposing that we institute some kind-of vacation roll over policy.
 - c. Ken brought up an issue he and other facilities folks lost time during the beginning of the pandemic and mentioned they lost time. Sounds like a pretty complicated situation so Tracey offered to have a follow up conversation and talk more about this and look at the data.
9. Taskforce for Improving Shared Governance
- a. Did not fully get to, meeting on Thursday
10. Voting for New Member
- a. Link coming soon! Waiting on confirmation of candidates.

11. Elections for 2022-2024 Terms in April
 - a. Identified roll off members- Dominique, Jackie, Emily, Julie, Kent, Shawn, Elaine, Calene, Dawn

12. Standing Committee Updates
 - a. Social - April 1- baseball and softball faculty/staff game with some snacks
 - b. Communication – newsletter in the works!

13. Final Thoughts/Adjournment
 - a. March 21 – 4 pm in Alumni Legacy Room