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| UF CON Staff Council Executive Board |
| Minutes | february 11, 2015 | 9:00 a.M. EST | UF CON Staff CouncilExecutive Board Meeting |
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| Meeting called by | UF CON Staff Council Executive Board |
| Type of meeting | Face-to-face |
| Facilitator(s) | Kelly Reid |
| PRESENT | Kelly Reid, Todd Fraser, Dawn Alexander, Anna Suggs, Karen Bender |
| EXCUSED |  |
| ABSENT | N/A |
| **Agenda topics** |
| Welcome | Welcome |
| Minutes | Minutes from the Jan. 14, 2015, meeting were approved. |
| **TOPIC: SPRING PICNIC (K. BENDER/K. REID)** |
| DISCUSSION | March 28 was approved for the spring picnic. Kelly will send an email to NUR-ALL to form a planning committee. Dawn volunteered to chair the committee. There was discussion about where the picnic should be held. To have variety, the group discussed changing the venue of the picnic every year if it was conducive to the planning. Ideas were Lake Wauburg, a park, the springs, etc. Anna S. will send the results of last year’s picnic poll to Dawn, who will check out each venue. Dawn will get back with the group by Wednesday. Since Bob McDaniel will be out of town, we will take volunteers from people who could do the grilling. |
| CONCLUSION | Picnic will be March 28. Will form planning committee and look at venues. |
| ACTION ITEMS | Kelly will send email asking for volunteers for the picnic planning committee. Anna S. will send picnic venue poll results from last year to Dawn. Dawn will look into venues and follow up with the group. |
| **TOPIC: TRANSITION REPORT (K. REID)** |
| DISCUSSION | There was no transition meeting since the last Staff Council meeting so there is no new information to report. Kelly will provide updates next month. |
| CONCLUSION | Defer to next month. |
| ACTION ITEMS | N/A |
|  | **TOPIC: HEALTHY LIFESTYLE CHALLENGE (K. REID)** |
| discussion | The Healthy Lifestyle Challenge began the morning of the Staff Council meeting and already 15 people from CON had signed up. There are no teams, just the three colleges competing against each other. CON will have lunch workouts in a classroom once or twice a week. Kelly will do a room request for Monday/Tuesday. We’ll do 20-minute workouts – maybe have one with cardio and one low-impact. Everyone in the three colleges is invited to the once-a-week sessions on Wednesdays. There will be a salad potluck with CON two or three times throughout the seven-week challenge. |
| conclusion | The Healthy Lifestyle Challenge has a strong presence with CON. Kelly and Anna S. will plan lunchtime workouts. There will be salad potlucks throughout. |
| action items | Kelly and Anna S. to plan lunch workouts and make room reservation. |
|  | **TOPIC: BIRTHDAY CELEBRATION (K.REID)** |
| discussion | Years ago, birthdays of faculty/staff were celebrated each month with a cake. Dr. Lyon asked why we don’t currently do this. We will start this tradition again every month and the college will fund the cake. Karen will look into having it be the first Friday of the month and will start in March. Todd will get a list of every faculty/staff member’s birthday. Karen will take responsibility every month – sending the email notification to NUR-ALL and reserving 3203. |
| conclusion | Monthly birthday celebrations with cake will start in March. Those faculty/staff with birthdays in the current month will be celebrated. All faculty/staff are invited for cake. |
| action items | Todd will get the list of CON birthdays. Karen will look into having the cake on the first Fridays of the month. She will email NURALL every month and reserve the conference room. |
|  | **TOPIC: STAFF RECOGNITION OPPORTUNITIES (A. SUGGS)** |
| discussion | Faculty members are often recognized in the weekly and monthly communication outlets. It would be nice to have more recognition/appreciation for staff. Kelly brought up the kudos sheet on the share drive that she has used to show appreciation for staff members. Once completed, the form goes to a deserving staff member’s supervisor and the dean for signature. We could encourage this practice throughout the entire college once again. Staff could include this recognition in annual self-evaluation. Anna S. will include the “super kudos” in the CON newsletter. Staff could also vote on the top 3-5 kudos every year and those staff could be recognized at the staff retreat. Anna S. and Kelly will work on an email to go to NUR-ALL about kudos for staff. |
| conclusion | The college (both faculty and staff) will be encouraged to submit kudos for staff members who have done a great job and deserve recognition. |
| action items | Kelly will follow up with the dean for her approval. Anna S. and Kelly will draft an email announcing the Staff Kudos Program to the College. |
|  | **TOPIC: STAFF COUNCIL BYLAW (A. SUGGS)** |
|  | Anna S. will send an email to NUR-STAFF with the bylaw for committees on the Staff Council that was drafted in fall 2014. Staff will be asked to see the proposed bylaw amendment regarding committees. If any are opposed to the bylaw, they will be asked to send their objections to Anna. Otherwise, it will be assumed that all are in favor. |
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| Next Meeting  | March 4, 2015 at 9 a.m.Topics will include: Spring Picnic, CON transition report, Healthy Lifestyle Challenge update, SFC Career Service Council. |

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| Adjournment | Meeting adjourned at 10:15 A.M. |