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| UF CON Staff Council Executive Board |
| Minutes | June 10, 2015 | 9 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 May 6, 2015, meeting were approved. |
| **TOPIC: PARKING DECALS (A. HOFFMAN)** |
| DISCUSSION | Following up on an agenda item from May, Anna Suggs Hoffman drafted an email to send to the Transportation and Parking director Scott Fox regarding HSC employees being unable to obtain orange parking decals. She shared the email draft with the group to get their feedback. The group made suggestions and Anna agreed to make the edits before emailing it to Scott Fox and copying the Executive Board. Staff council members agreed to wait for his response before taking the matter to the Dean, if necessary. |
| CONCLUSION |  An email will be sent to TAPS regarding HSC employees not being permitted to purchase orange decals. |
| ACTION ITEMS | Anna Hoffman will make the recommended changes to the email and then send it to Scott Fox. |
| **TOPIC: STAFF SATISFACTION SURVEY (K. REID)** |
| DISCUSSION | The group discussed the staff satisfaction survey that will be a follow-up to the focus groups that were held last summer. Using the results and conclusions from the focus groups, each member of the Executive Board came to the meeting with two to three questions that could be included in the survey. The group discussed and proposed questions for the survey and decided on about 10 questions. Anna Hoffman will type up the questions and send to Kelly, who will show them to the Dean for her approval. The group proposed to send the survey to all staff members in mid-July in order to present the survey findings at the staff retreat in the fall. |
| CONCLUSION | The Executive Board discussed questions that could be included in the staff satisfaction follow-up survey. |
| ACTION ITEMS | Anna Hoffman will type up the final questions for Kelly to take to the Dean for approval. |
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| Next Meeting  | July 1, 2015 at 9 a.m.Topics will include: Staff satisfaction follow-up survey, shared governance |

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