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| College of Nursing | Staff Council Executive Board Meeting |
| 8.7.2017 | 2:00pm | HPNP 4212 |
| Presiding | Kenneth Foote |
| Recording | Marina Bezesky |
| Present | Kenneth Foote, Kelly Reid, Marina Bezesky |
| Excused | Ellen Sattler, Marina Bezesky |

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| 1. **Minutes**
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| No minutes to approve. |

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| 1. PROFESSIONAL DEVELOPMENT UPDATE
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| Discussion | Ellen started looking into application type trainings and effective communication workshops to start implementing for the staff. The Dean is very receptive to the idea. The goal is to help staff develop and improve performance in their current roles. |
| Action Items | Deadline |
| Ken and Kelly will review was Ellen has developed. | Next Staff Council Meeting |

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| 1. FALL TAILGATE EVENT
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| Discussion | The Dean approves of the Fall Tailgating Event idea. Kelly will look into providing tents. Additionally, she’s organizing all of the materials that will be needed and the food that will be served. The members also discussed creating a “*Social Gathering Committee* (SGC)” Sub-Committee, with Kelly being the chair. The goal for this committee is to gather volunteers who are willing to assist in organizing all of the social gathering events that the CON hosts. Kelly will reach out to the staff to see who would be willing to volunteer.  |
| Action Items | Deadline |
| Kelly will work with Tracy to coordinate the time and details. She will also meet with the Dean to discuss details and will report back to Ken. | Next Staff Council Meeting |
| 1. NEW STAFF SURVEY
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| Discussion | Kelly reviewed the last staff survey and focus groups from 2014 and suggested sending the survey out again to gage any changes in the staff climate. She suggested waiting until after the Spring semester to do this due to all of the admin. changes going on.  |
| Action Items | Deadline |
| Will table this discussion until after Spring semester | TBA |

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| 1. PRESIDENT COVERAGE
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| Discussion | Tracy is named the replacement President during Ken’s leave.  |
| Action Items | Deadline |
| Kelly will work with Tracy to coordinate the time and details. She will also meet with the Dean to discuss details and will report back to Ken with a full report. | Next Staff Council Meeting |

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| ADJOURMENT AND NEXT MEETING |
|  | Motion made and seconded to adjourn. Meeting adjourned at 2:30 pm. |
| **Next Meeting:** | **October 16, 2017** |