

## College of Engineering Staff Council

### Meeting Minutes: Wednesday, December 11, 2018

In attendance: Derrick Meads, Rob Theakston, Josh Duruttya, Cindy Lane, Bob DaCanto, Beth Lutin, Melanie Smith, Callie Viens, Mary McBeath, Betsy Davies, Sue Mills, Alycia Tedrick, Dale Davis, Dana Harrod

Meeting called to order at 10:00 A.M.

#### **Dean Buchheit Addressed Staff Council:**

Dean Rudy Buchheit attended first half of Staff Council Meeting. Staff Council members introduced themselves. Dean Buchheit led the meeting by asking, "How do we properly recognize and reward staff?" Derrick answered the Dean by sharing with him the Council's goals to create community among the staff, have communication with staff, advise administration, and advocate for professional development and mentorship. Derrick went on to tell the Dean he would like to see at least two representatives from Engineering on the University Staff Senate.

Derrick and the Dean also discussed having staff input on the strategic plan. Everyone thought the staff council would be a good group to use as a focus group which would be discussed in the January meeting. Dean Buchheit has set a goal to have the final copy of the strategic plan ready to present to the DAC in April. It was also discussed that the strategic plan needs to be revised every two to three years.

Dean Buchheit talked about the plans for growth in the College. He has allowed three new positions in advising. This will do away with split advising.

Derrick introduced the new council members and shared that each discipline of Engineering is now represented on the Council.

Derrick shared with the Dean the strong participation from the College with the Circle of Love. Because of the participation it was discussed to start sooner next year and we could significantly increase participation.

#### **Spring Semester:**

For the spring semester, it was discussed that perhaps Rob could put together a calendar of staff council activities such as social events, lunch and learn sessions, and fund raising efforts. It was also suggested that someone from Parking & Transportation lead the first lunch and learn session in February. Mary McBeath also suggested that someone from HR come and share information on benefits and retirement at a lunch and learn. With the number of ideas for lunch and learn sessions, the council talked about how many lunch and learn sessions we should do each semester.

The council also talked about having a social event outside in the courtyard to grill hotdogs and serve ice cream. It was suggested we have a budget of \$500 each semester for staff activities.

**Final Thoughts:**

Derrick will be sending out the volunteer request for E-Day. E-Day will have special exhibits this year to make different from last year. He would like to see different exhibits each year.

January plan to do our group photo.

Meeting adjourned at 11:00 A.M.