

College of Engineering Staff Council Meeting Minutes

September 24, 2019

In attendance: Sue Mills, Kel Hahn, Megan Kidd, Cindy Lane, Derrick Meads, Michelle Mossey, Jimmie Martin, Dale Davis, Amy Long, Jessica Clark, Rob Hannigan, Callie Viens

Meeting called to order at 10:04AM

Derrick Meads called for the July 2019 meeting minutes to be approved, Jimmie Martin seconded the approval.

Jimmie Martin is the newest member to the Staff Council and was formerly introduced at the September Meeting.

Ice Cream Social:

- Event was a success!
- Thoughts/Suggestions for next year's Ice Cream social include:
 - Two tables were a good idea, it helped people move through the lines quicker.
 - This year we had 3 tubs of ice cream (purchased through Aramark), next year we can go back down to 2 tubs.
 - Next year, faculty will also be invited to this event.

Event Survey:

- Event survey is still in the testing phase. Megan will look over the event survey and see if group wants to make any additional changes.

Alternative solution for Facebook group and chair communication:

- Derrick spoke with the College of Health Science and the Facebook page is not hugely popular.
- Alternative solution to the Facebook page is to have a monthly email from the Staff Council. Could collate all the staff council events on this email and include University events.
- This would be specifically for STAFF not FACULTY.
- Would be branded like a newsletter, with a link at the bottom to our minutes.
- Possible names for our email communication included:
 - Staff Council Council
 - The Talking Staff
 - The Talking Stick
 - The ESC Key
 - The ESC (Engineering Staff Council)

The ESC was the decided name. Derrick will work on an email header for The ESC for Staff Council communications.

Upcoming Events Coming Up/To Plan

- Harvest Breakfast: Not going to do this year. Derrick will check with the Dean to see if there is a Fall event for faculty/staff.
- Circle of Love: Last year we collected items for 5 children, a lot of our staff/faculty donated to this cause. We will collect items for 10 children this year.

- Staff Council Holiday Party: The Staff Council will hold their own Holiday Party, possibly during the December meeting and do a white elephant gift exchange (gift amount TBD).
- Lunch and Learn: Rob Hannigan brought up a possible Lunch and Learn with Fifth Third Bank (UEmpower). Rob will check with Fifth Third to see if they will provide the lunch/beverages for this potential Lunch and Learn. If so, it was decided we would proceed with this.
- Happy Hour: Next scheduled Happy Hour is October 10th a KSBar starting at 4:30PM.
- Staff Retreat: Jimmie Martin was deemed the Staff Development Coordinator of the Staff Council. In this role, Jimmie will take the lead on putting together a proposal for Staff Development within the college related to the possible Staff Retreat. The proposal will go to the Dean and Mary McBeath, through this proposal we will also come up with a projected budget needed to successfully implement our COE Staff Council goals. The goal of the Staff Retreat is to have FUN!

ACTION ITEMS:

1. Megan will look over the COE Event Survey, goal is to send out ASAP.
2. Derrick will come up with options for Staff Council email correspondence heading.
3. Derrick will follow up with the Dean regarding the Fall event.
4. Rob will check in with his Fifth Third contact regarding the possible Lunch and Learn.
5. Jimmie will prepare a proposal for COE Staff Retreat and budget.

Meeting adjourned at 11:06AM.