Staff Council

April 19\textsuperscript{th}, 2018

2:00-4:00 pm

MINUTES

Excused/Absent: Kieran Murphy, Farrah Ellison-Moore, Ray Tennison, Stephanie Sferra, Ed Gricius, Jeremiah Martin, Mike Usher

1. Approval of March Minutes
   a. Motion to approve - Joyce Knight
   b. Motion Seconded – Astrid Beltran
   c. ACTION: Passed

2. Follow-up on action items
   a. Ombudsperson (Joyce Knight & Matt Lewis)
      i. Update
         1. Connected with Chris Murphy
         2. Scheduled meeting to talk with Chris’ mentor – Craig Mousin (ombudsperson at DePaul)
      ii. Discussion
         1. Contact others at DePaul to understand/reaction to having this position
         2. Contact other peer Universities that currently have an ombudsperson
   b. Bylaws (Betsi Burns & Joyce Knight)
      i. Update
         1. Besti Burn & Joyce Knight put together statement that states we are using the same Bylaws used by Faculty Council & University Sentate
         2. Will provide links to both Faculty Council & University Sentate's Bylaws
      ii. Discussion
         1. Question: Do we really want to include other group’s Bylaws as our own?
         2. Concern: What happens if those are changed and therefore, would it be better if we had stand alone rules & guidelines?
         3. Decided: Vote to create own guidelines for voting
ACTION: Passed by all present members

a. How many members need to be present to hold a meeting?
   i. 50% of total USC members must be present with at least one person from each campus

b. How many members need to be present to hold a vote?
   i. 60% of total USC members must participate in vote with at least two people from each campus
      1. Discussion to be held at prior meeting
      2. Vote will take place at the following meeting with no further discussion
      3. Votes can be submitted electronically, and must be provided to USC Chair by close of business day prior to meeting

c. How many members need to be present to amend the Bylaws?
   i. 75% of USC members must participate in vote with at least two people from each campus

d. A vote will pass by a simple majority of those that voted

Human Capital

i. Update
   1. No updates at this point

ii. Discussion
   1. Request information on Financial Working Groups from HR

   iii. ACTION: Kathleen to request from HR

Officer at campus intersections (Latonya Allen)

i. Draft of proposal
   1. Intersections:
      a. Sheridan & Kenmore (8am-9am)
      b. Sheridan & Winthrop (4:30pm-5:30pm)
      c. Sheridan & Loyola & Arthur (8am-9am & 4:30pm-5:30pm)

   2. ACTION: Communication/ Eboard will work on draft

   ii. Discussion
      1. None

New Business

a. June 2018 Transition Meeting
   i. Keep date of original meeting: June 21st

   ii. Meeting will take place at WTC

b. ACTION: Kathleen to follow-up to Pizza with the President questions
   1. Need to post questions online (UMC will complete?)

Committees Reports

a. Communication
   i. Newsletter material – submit by 1st of month

   ii. Cookies on a Cart – thank you HSC for hosting on Tuesday!

   iii. Elections
      1. 57 nominations received so far & open until Friday April 20th
      2. Nominees will be contacted next week & provide statement of purpose by Friday April 27th
      3. Voting will take place May 21st through June 1st
b. **LEEF**
   i. **Current balance update**
      1. About $9,100 in account
      2. Increase in donations for this month
   ii. **New Requests?**
      1. None
   iii. **Update on fundraising initiatives**
      1. Nothing at this point
      2. Search to see when the most requests are received & maybe better
time to start new initiative for 2018-2019

c. **Social Events & Community Building**
   i. **Chair: Kevin Kennedy**
   ii. **Spring Staff Socials**
      1. Try to do something at each campus before June (i.e., Live after 5pm)
      2. Looking for assistance on coordinating
      3. Andie is willing to provide assistance with communication (i.e., flyer)

d. **Staff Development**
   i. **Lunch & Learn updates**
      1. Still planning (April at WTC & May at LSC)
   ii. **LUC & Me updates & communications**
      1. Going well

e. **Staff Recognition**
   i. **Monthly nominations**
      1. Nothing new to report at this time
   ii. **Grant Matt Lewis access to the Recognition inbox**

5. **Adjournment**

   *Next Meeting: May 17th*