Staff Council

May 17th, 2018

2:00-4:00 pm

Minutes

Excused/Absent: Joyce Knight, Jennifer Fernandes, Kieran Murphy, Matthew Lewis, Ed Gricius, Astrid Beltran, Michael Usher, Kevin Kennedy

1. Approval of April Minutes
   a. Motion to Approve: Jeremiah Martin
   b. Second: Kelsey Gerber
   ACTION: Passed

2. Follow-up on action items
   a. Ombudsperson (Joyce Knight & Matt Lewis)
      i. Update – see attached notes
      ii. Discussion
         1. Council wants to continue seeking information regarding this role at other campuses
         2. Questions for Joyce Knight/Matt Lewis:
            a. What are the logistics for creating role at Loyola?
            b. What does “next steps” entail?
         3. Should the Council write a proposal and send through University Senate or do we go directly to HR?
            a. Recommended taking to University Senate
            b. Written proposal for creation of position, but not to include a specific model for position
            ACTION ITEM: Continue to explore the role and write proposal

b. Bylaws – VOTE
   i. Yes – 9 LSC, 5 WTC, 2 HSC, 2 emailed votes
   ii. No – None
   iii. Abstained – None
   ACTION: Passed

c. Follow-up to Pizza with the President question (Kathleen Steinfels)
i. Contacted multiple times to HR with request for additional information regarding the Financial Working Groups from 2017, without response

ii. USC seeking clarity on role within University & shared governance, access to senior leadership updates
   1. **ACTION:** Request meeting with Joan, Winifred and USC members (including at least one returning member)

d. Officer at campus intersections (Latonya Allen, Kathleen Steinfels & Sarah Kentner)
   i. Draft of proposal
      1. Currently working on & will present at next meeting
   ii. Discussion
      1. USC agreed to continue with proposal

3. New Business
   a. Sick time donation
      i. Someone reached out to USC asking if this was possible
      ii. HR’s response earlier this year was that it could not be done administratively
      iii. Maybe worth while to see if other University’s offer this option (Denison University currently provides this option for their employees)
      iv. **ACTION:** Stephanie Sferra Bassill will research & provide update at next meeting

4. Committees Reports
   a. Communication
      i. Elections
         1. Voting will take place May 21st through June 1st
         2. Please keep an eye out and remind everyone to vote
      ii. May newsletter will be coming out soon
   b. LEEF
      i. Current balance = $8,575
      ii. Had one request which was approved
   c. Social Events & Community Building
      i. No updates
   d. Staff Development
      i. Hosted a lunch & learn on Tuesday, May 16th at WTC
      ii. LUC & Me sending mid-term follow-up to current partners, and targeted email seeking new mentors for upcoming pairings
   e. Staff Recognition
      i. No current updates
   f. Mission & Identity
      i. Ministry & Mission merging together into a single division
      ii. July 11-12 – Intermission Retreat for Staff
      iii. Ignatian Service day - July 27th & more information on signing up will be released in June

5. Adjournment

*Next Meeting: June 21st*