**Staff Council Meeting Minutes**

**February 20, 2024**

**Members:**

**Jessy Sears** (President), **Jena Lords** (President Elect), **Lisa Wise** (Past President), **Theresa Capasso** (Treasurer), **Amy Dressel** (CMS), **Veronica Garcia** (MAL-C), **Mia Benkenstein** (MAL-C), **Marci Miller** (MAL-NC), **Marty Vizcarra** (MAL-NC), **Jamie Howerton** (Secretary), **Megan Baskins**, **Amy Bull**, **Jack Bradley**, **Carolin Glendenning-Bowman**, **Mary Guyton**, Terra Harris, Ann Medinger, **Soni Myers**, **Chanel Quirk**, Dan Woerner, Omar Raudez, **Erik Talbert**

**Special Guest:** President Wagner

**Members Absent:**  *Excused*: Ann Medinger Absent: Terra Harris, Dan Woerner, Omar Raudez

**Meeting called to order:** 1:30 pm

**Secretary Report:**

Any changes needed for the January 16, 2024 meeting minutes?

Marty……. motioned to approve minutes from the Jan 16, 2024 meeting

Chantel…...….. seconded the motion

**Treasurer’s Report:** No changes. Looks like we are doing pretty good. Started spending for luncheon. Use COPE01 for Luncheon.

**CMS Report:** Veronica has been very helpful. Promoting events and professional development scholarships.

**Old Business: None**

**New Business:**

1. Welcome & Special Speakers -Jessy
   1. President Wagner-notes from the president on the questions form.
2. Updates from Jessy
   1. Leadership Council Updates
      1. New Budget Optimization Committees
         1. Administration-looking at how we are structured in senior administration and how the budget plays into that. Theresa and Erik are on the committee
         2. University events-decentralized across university. Are there other models? How to streamline events or is the decentralization better? What makes the most sense and how will it help with budget. Theresa and Jessy on the committee
      2. CEC
         1. Limited update. Did ask that Katie and Ray come to us in April so we will have more information. There is still a lot in limbo right now. Potential 1% across the board increase and up to 2% merit
         2. If you question it, go to the supervisor to change it.
         3. Asking for more transparency for non classified. It’s pretty transparent for classified positions already.
      3. Financial Aid
         1. Problems with federal system FASFA. Timelines keep getting pushed back and students and some staff might be stressed about it.
   2. Bylaws- We will save this until the end
      1. Do we have to run by open meeting laws? Yes, we do have to. They have to go to the president and then voted on by staff. Marty would have more info. Since ISU has to follow the laws and we are a product of ISU we might be able to ask more about it.
         1. If we say we are following the open meeting laws we have to post the agendas in addition to the minutes. And there are timelines about when things need to be posted?
      2. Please read through them, we’ve been reading through them and working on them.
      3. We need a better grip on open meeting laws because we have to post the agendas and things at specific times. Might have to adjust executive meetings so we can get things posted on website.
      4. Do all of staff need to vote on it? Most people agree that the whole staff shouldn’t need to vote on it.
         1. Open comment period for all staff instead of a full staff vote?
3. Google Drive Reductions-Jena
   1. Please keep in mind that. It wasn’t any one persons decision, it was budget driven. No option to purchase extra storage. When it was set up it was free and unlimited.
   2. Is google one the same thing?
4. Telework Policy at the state level-Jena
   1. There is a senate bill out on the floor putting caps on work. No state entities should have more than 15-20% of people working remotely at all.
   2. <https://dhr.idaho.gov/wp-content/uploads/Section7TelecommutingPolicyRev.Jan2019-1.pdf>
   3. <https://www.isu.edu/media/libraries/isu-policies-and-procedures/human-resources/Telecommuting-ISUPP-3120.pdf>
   4. See about having Libby come back to a meeting.
5. [Bengal Giving Day](http://bengalgivingday.com/) is March 12-13. Sign up to be an Ambassador today! - General update from Amy.
   1. Adding info on testimonies? Amy doesn’t have any updates about that.
   2. If you know of anyone who has received a scholarship we can ask them a couple questions and get them put up on the website.
6. Next meeting, over Spring Break - should we adjust it? - Jessy
   1. Megan and Jack will be out
   2. Maybe Libby could come in March
7. Elections
   1. Need head count of classified and non-classified staff so that we know how many people we need to add.
8. Need date for end of year party

**Committee Updates:**

1. Executive
2. Election Committee
3. Event & Marketing-Promoting our Staff Council events in your area and Zones - Events/Communications Committee Amy
   1. 2/28 Emotional Intelligence lunch and learn
   2. Zone reps, please contact your contact list
4. Employee Recognition- Update from Jena
   1. Meeting on Thursday. We will have food quotes finalized. Might ask for more funding due to food costs. Just got the employee list and RSVP form that Amy put together. Sent to HR to send out. March 25-29 is Employee Appreciation Week. One form but all campuses.
   2. Shared with HR some other things we’d like to see during Employee Appreciation Week. Maybe a Staff Council Listening Session that week?
5. Professional Development- Mia
   1. Post about the new way we are doing professional development. Accepting and sending in applications now approved in April for summer through August.
   2. Setting up docuSign for the application? Don’t think it will be an option.
6. Communications-Annual Staff Survey Amy
   1. Working with Michelle on getting access to annual staff council survey. Following up to send out same survey that we did last year. Send out at end of year.
7. Child Scholarship
8. Retiree Recognition
9. Budget Advisory Group
10. Commencement
11. Equity & Inclusion
12. Electronic & IT
13. Be A Bengal
14. University Library
15. Student Conduct
16. Employee Engagement
17. Facilities
18. Professional Policies
19. Faculty Senate- Update from Veronica
    1. Got to meet the President.
    2. New abusive workplace policy up for review-Workplace free from abusive conduct.
    3. The Office of Counseling and Testing came and talked about NCHA (National College Health Assessment), Surveyed a bunch of students and it was eye opening about how our students deal with loneliness, depression, food insecurity, LGBTQ+ afraid to live on campus and go out at night.
    4. President talked about listening sessions. President hasn’t set up anything for Twin Falls or Alaska and he said he’d try to set something up.
20. Faculty Professional Policy
21. Sustainability

**Meeting called to close at:** 3:26 pm

**Next Meeting: March 19, 2024**