

Meeting Minutes

Staff Advisory Council General Council Meeting
Friday, October 26, 2018 1:00-2:30 pm, Toepfer Room, Adelbert Hall

- I. Meeting called to order at 1:03pm
- II. Welcome!
- III. Approval of Minutes
 - A. August 16, 2018 General Council Meeting
 - B. Motion posed and seconded; minutes approved. 0 opposed, 0 abstentions
- IV. Announcements from HR and All Standing Committees
 - A. HR Announcements:
 - i. Monday November 5 – November 30 is Open Enrollment for Benefits
 - ii. Town Halls on:
 1. October 30 @ 2:30pm in Ford
 2. October 31 @ 10:00am in Wolstein
 3. November 1 @ 12:00pm in Adelbert, Toepfer
 - iii. Impact Solutions is developing courses
 1. RESPECT on November 12
 2. Supervising Contract Employees on November 13
 - iv. Professional Development Day is January 29, 2019
 1. Staff can apply or recommend others to receive recognition and celebration innovation.
 2. The goal is to highlight staff
 3. Nominations due by 11/30
 4. More details coming in December General Council Meeting
 - v. Wellness premium
 1. You must sign up by 11/30 in order to be considered. Three pieces: Tobacco cessation, HRA, and Biometric screenings
 - vi. Flu Shots
 1. Beyond the Benefits Fair, the last Flu shot clinic is the Faculty/Staff Lounge in Nursing on 11/20 from 7:00am – 12:00pm

Standing Committees

- A. Communications Shannon Swiatkowski, Bob Slovenec
 - a. No updates
- B. Community Service Theresa Grigger, Laura Huffman
 - a. Brinn made an announcement for Crafters@Case. 20% of Cuyahoga county is in poverty, 23,000 homeless, 1 in 6 are food insecure in NEOhio. Crafters@Case are holding a craft sale on December 3 and 4 in the BRB Lobby to support the Cleveland Food Bank where \$1 = 4 meals. Crafters@Case asks us to support the same as a volunteer or by making purchases. A clipboard sign up sheet was passed around
 - b. Information was shared about the basket raffle. SAC members received their envelopes with 28 tickets inside. If there are not 28 tickets, please ask for more. Baskets are being raffled off at the Benefits Fair on November 7 & 8
- C. Elections Karyn Newton, Jim Prince
 - a. Looking to fill 3 vacancies
- D. Fringe Benefits [Open]
 - a. Solidifying plans to get this committee up and going again
- E. Staff Policy Jim Nauer
 - a. Their last meeting was to discuss a resolution to increase the tuition benefit. At the December General Council Meeting, they will bring the resolution forward

- b. Chair Matt Smith mentioned the Provost's recent email with early results for the survey indicating this was a timely conversation
- F. Staff Recognition Elise Geither, Jean Seneff
 - a. No updates
- G. Staff Training and Development..... Justin Lonis, Melissa Van
 - a. Working on a project to bring awareness of training opportunities. A document is coming with opportunities for new hires specifically. Working to identify wide net training opportunities

Ad Hoc Committees and Liaisons to University Committees

- A. Sustainability InitiativesMatthew Smith
 - a. No updates
- B. Fringe BenefitsBarbara Juknialis
 - a. No updates
- C. Diversity Leadership Council [Open]
 - a. No updates
- D. Parking Advisory Paul Keeley
 - a. The next parking meeting is Tuesday, November 6. Paul Keeley and Carlier Myers will be there.

V. Announcements from Executive Committee

- A. Staff Advisory Council S.A.C. Lunches are happening. At our first lunch, we discussed the Buddy system which is also moving forward. We will engage in dialogue to determine future topics. Idea is to meet during months General Council is not meeting to continue engaging in relevant topics.
- B. Chair is continuing to have conversations with others about what Staff Advisory Council could and should be through building relationships. Has set up meetings with the Provost, some Vice Presidents, and Deans

VI. Dialogue and Breakout Session

- A. Break out into 4 groups (CWRU) to dialogue on 4 questions:
 - i. What brings you joy at CWRU
 - ii. What are the challenges and opportunities at CWRU
 - iii. What does it mean to be a part of Staff Advisory Council
 - iv. What's next for Staff Advisory Council
- B. Combined Notes from Group

VIII. Adjournment

Upcoming Meeting Schedule:

Steering Committee, Adelbert M2

- Thursday November 29 2018, 1-2:30pm
- Thursday February 14 2019, 1-2:30pm
- Thursday April 11 2019, 1-2:30pm
- Thursday June 13 2019, 1-2:30pm
- Thursday August 15 2019, 1-2:30pm
- Thursday October 10 2019, 1-2:30pm

General Council, Toepfer Room

- Thursday December 6 2018, 1-2:30pm
- February 2019 TBD**
- Thursday April 18 2019, 1-2:30pm
- Friday June 21 2019, 10-11:30am
- Thursday August 22, 1-2:30pm
- October 2019 TBD**

"S.A.C. Lunches" Fridays, 11:30am – 1:00pm in Adelbert M2

- November 9, 2018

January 11, 2019

March 8, 2019

May 10, 2019