Classified Staff Council Meeting Minutes

August 15, 2019 – General Meeting of 2019‐2020 year

1. The Classified Staff Council (CSC) meeting was called to order at 8:19 am by chair, Lindsay Snyder.

# Roll Call

**Name Department Attendance**

|  |  |  |
| --- | --- | --- |
| April Crocket-Goad | Dining Services | Present |
| Kristina Burton | Parking | Present |
| Jill Clark | Registrar  | Present |
| Jay Brooks | Housing & Residential Education  | Present |
| Patty Chapman | Library | Present |
| Lindsay Snyder | Admissions | Present |
| Toni Tassone | Facilities Mgmt. & Support Serv | Present |
| Heidi Romero | HSS – Hispanic Studies | Present |
| Roni Secord | IM & T | Present |
| Kim Arnold | Academic Support & Advising | Excused |
| Doug Hendershott | Structural Trades | Present |
| Dan Ries | Facilities | Present |
| Jude Maes | Facilities | Present |
| Kim Lebsack | Monfort College of Business | Excused |
| Cateline Corbin | Marcus Garvey Cultural Center | Present |
| Crystal Tweeten | Dining Services | Absent |
| Marshall Parks | Human Resources | Absent |
| Amie Cieminski | CEBS – Education Leadership | Present |
| Kyle Mathes | Human Resources | Absent |

With 12 Council members in attendance, the majority required for a quorum was present.

# **Agenda**

Agenda approved. Lindsay requested a motion to approve the agenda. Moved, seconded and approved.

**Chair’s Welcome**

# **Minutes**

Meeting minutes approved. Available minutes from the July meeting were emailed out to the council for review prior to the meeting. Two adjustments were made to the meeting minutes after they were sent out. Lindsay requested a motion to approve the minutes from July. Moved, seconded and approved.

**Treasurer’s Report**

1. Operating Budget- $10,202.45
	* + Kristina and April will be making the first pizza pals deposit today. Another 100 cards were ordered and picked up as well.
2. Foundation Account- $22,392.24
	* + Discussed revisiting setting up an endowment account. The benefits would include earning interest on anything in the account once it reaches $25K. We could also use the funding for more than just scholarships.
			- Motion moved and approved for Kristina and April to work with the foundation department to determine the pro’s/con’s and details of setting up an endowment account. They will then bring this back to the council for a vote.

**Monthly Report**

1. Marshall Parks- Human Resources
* No Updates
1. Kyle Mathes- PASC
	* + Kyle was not present for the meeting.
		+ Kristina said that PASC would be interested in doing the garage sale pick-ups for a percentage of the garage sale earnings.
2. Amie Cieminski – Faculty Senate
	* + Faculty Senate retreat is taking place next week.
		+ The organizational and Assessment Committee is meeting next week to discuss the data findings and recommendations from Huron Consulting Group.
			- At the last committee meeting, UNC’s culture was the main discussion and asked Huron to keep that in mind when making recommendations.

# **Chair’s Reports**

1. Board of Trustees-
	* + No updates to report
2. Student Senate-
	* + Toni Tassone will attend these meetings and provide future updates.
3. President’s Leadership Council-
* No updates to report

## **New Business**

## Constitution and Elections-

* + Jill would like to combine committees with similar goals. She had identified four committees that can possibly be combined into one. They are: Employee Recognition, Workplace Culture, Community Service and Special Events.
	+ Heidi will setup a CSC By-Laws review committee meeting to discuss all updates and changes to the current by-laws. The members that offered to be on the committee consist of: Toni, Amie, Jull, Patty, Lindsay and Heidi

## Public Relations

## Community Service

* Patti indicated that two classified staff employees that are not on the council have signed up and help weed our adopt a spot this Summer.

## Fundraising-

* Kristina hopes that we can continue with the Silent Auction at the Employee Recognition Banquet since Human Resources and the President’s Office will not be taking it on. Lindsay will inquire with Marshall when she meets with him later this month.
* Heidi has been in contact with someone in School of Music to see if we can use their storage garage for next year’s garage sale. It would save us having to store items in a semi-trailer.
1. Scholarship and Professional Development

## Special Events-

* Jill would like to conduct more events throughout the year to help with moral and bring people together. Her ideas are to continue with the Spooktacular, add in an ugly sweater contest around the holidays and continue with a couple of more activities in the Spring/Summer.
	+ April mentioned coordinating a Homecoming Week event with something identified for each day of the week leading up to the game.
1. Employee Recognition-

## Workplace Culture Committee

## Campus Committees

1. Statewide Classified Liaison Council
	* Toni attended the last state meeting. Someone from CSU presented data on the Classified Staff’s leave benefits that included vacation and sick time. Our time off is much less than others in the country. The CSU individual is going to take these data findings to some state reps in Denver for discussion. Toni will ask for his PowerPoint presentation to share more with the council.
2. Faculty Senate, APASS, Bookstore, Campus Rec., HLC, Compensation, Sustainability, IM&T- Anyone with a laptop may have issues accessing the network on July 18th., Leave Share, Parking, Transportation & Parking Planning, UC, Work Environment Task, CETL, Inclusive Hiring Practices, University Center Advisory Board

**Next meeting**

The next meeting will be September 11, 2019 at 8:15 a.m. in Campus Commons Room 2200.

## **Adjournment**

Meeting adjourned at 9:37 a.m.