

CFAES Staff Advisory Council Meeting Minutes

January 11, 2018

Animal Sciences Building
2029 Fyffe Rd, Room 212, Columbus

Present

Vicki Myers, Jared Morrison, Amanda Forquer, Denise Miller, Kayla Arnold, Sara Tallmadge, Zak Ralston, Carol Poe, Brandi Gilbert-Hamett, Beau Ingle, Stephen Baker, Joy Bauman, Charissa Gardner, Misty Harmon, Terri Fisher, Andy Evans

10:09 AM Meeting called to order by Jared Morrison

Introductions and Welcome

Conversation recap from executive committee with Dr. Niblack

- Staff resources and professional development to be a solid focus however, she did realize that we are already doing many things for profesh development currently. She was also supportive about working more closely with faculty council as well.

Financial status – retained the \$18,000 budget renewed.

Survey Results – Vicki Myers

- Sent to 1422 people, 669 completed, almost 47%. Members discussed monetary perks as a motivator. The survey results will be shared with Dr. Niblack. Be mindful of the survey when breaking out into task forces.

Bylaws Review – 10:34am

- Review of proposed changes, voted on all changes with 1 vote.
- “ATI rep” should be reworded to say “Wooster Campus Rep” as they are now one.
- CES is combining with JCEP, therefore have an extension rep in general, instead of one of each. Making a total of 6 extension representatives.
- Terms – previously limited to 2 consecutive terms, change proposed to 3 terms. Suggested to leave at 2 with agreement that those who want to stay longer, will be permitted.
- Eligibility – previously needed 2 years in the college, suggested to remove.
- Voting – previously must be 2/3 yes, suggested to change to 2/3 of currently filled positions.

Vote will be held to electronic vote by early February.

**In the future, we may need to edit OARDC reps similarly as we did for extension as OARDC is no longer being referred to as just the Wooster Campus but across the state.

Need a new representative for SENR as the current rep left the university. Jennifer Weeks is now in SENR, unconfirmed as to if she is the SENR rep now.

Task Forces – 11:09am

Explanation of each force and discussion of rearranging committee to as follows, Staff Appreciation, Professional Development, Staff Recognition, and Communications & Marketing.

Changed task forces 1:20pm

- Staff Appreciation – Amanda Forquer
 - luncheons, giveaways, retreat
 - Amanda Forquer, Vikie Myers, Andy Evans, Brandi Gilbert-Hamlin, Zak Ralston
 - Giveaways – Water bottle, keychain flash drive, coffee mugs/tumblers
 - Retreat – Stadium, Inviting Gene Smith to speak
 - Budget requested – \$10,450
- Professional development – Kayla Arnold
 - Road Trip, Dr. Niblack's initiatives
 - Sarah Hancock, Jared Morrison, Kayla Arnold, Stephen Baker
 - Road Trip – considering 2 trips, depends on Stone Lab availability (~\$100 per person), other places include Piketon and Ashtabula
 - Dr N's – series of workshops over summer, leadership, work life balance, organization
 - Possibly Employee Assistance Program to assist with summer lecture series for Dr N initiatives.
 - Budget \$2,950
- Staff Recognition – Joy Bauman
 - Staff awards, scholarships, Outstanding U
 - Misty Harmon, Denise Miller, Joy Bauman, Terri Fisher
 - Requesting staff award nominations be due June 30th for review and selection.
 - Budget \$1,600
- Communications & marketing – Beau Engle
 - Carol Poe, Beau Engle, Sara Tallmadge, Cambree Moser, Charissa Gardner
 - Blog and website updates need to be made, will ask Michelle to advertise once updated
 - Adding calendar for planning
 - Requesting access to website, blog, and listserv
 - Buckeyebox – requesting that ppl upload photos
 - Looking to workout a communications timeline and offering to assisting with artwork for upcoming events
 - Collaboration with FAC comm taskforce?
 - Budget \$1,000

Old Business – 1:56pm

- Retreat thoughts/feedback
 - Very cool experience, great speakers, Dr Rennekamp and Dr King were well received
 - Team building exercises were good, comfortable without being over the top

New Business – 2:05pm

- Service activity – Project Linus/Blanketeers, College of Engineering did a service project, is this something SAC would be interested in doing?
 - Collect items, look into opportunities where we provide
 - Try to have “SAC service days” on each campus
- Table at the Extension Annual Conference 1/23/17 from 11:30am – 2:30pm to staff

- Sarah, Carol, and Beau will be there to staff

Motion to Adjourn 2:22pm Sarah Hancock

Second: Sara Tallmadge

Motion Passed