

# Staff Employee Advocacy Council

Regular Council Meeting: August 11, 2021

## Agenda

Attendance: See “2021–2022 Attendance” spreadsheet

Excused: Theresa Kark, Karen Palm, Ryan Cole, Shannon Howe, Ryan Segally

- A. Welcome/Call to Order- **Gaveled to order!!!**
- B. Approval of Minutes from [June 2021](#) & [July 2021 Retreat Notes](#) - **Approved**
- C. Executive Committee Report
  - a. Justin
    - i. Starting Budget: \$7,450.00
      - 1. Exec - July Retreat Supplies: \$16.27
        - a. Remaining Balance: \$7,433.73
  - b. Erin
    - i. Agendas are all created for the year and in Google Drive
    - ii. Attendance & Absences
    - iii. Upcoming Guest Speakers
      - 1. Sept: Brian O’Rourke
      - 2. Oct: Mike Tyler
      - 3. Dec: Eric Johnson
  - c. Open Council Seats Strategy -
    - i. Right now we have two spots open. Dena Smiley has left the University as has Tina Filbert. We brainstormed potential solutions. Carol Goss and Lisa Tam were former SEAC members because of position changes/staffing issues from last year and are now back so we could ask them to rejoin us, and they were already elected members so they could fill the rest of their term. We could go back two election cycles and reach out to those who were nominated and not elected, but did not re-nominate themselves for this year. We could also run a new election, although that is time intensive.
    - ii. We will ask Carol and Lisa first. Then we’ll reach out if we need to do an out-of-cycle election.
  - d. Faculty/staff relations

- i. Big takeaway from July meeting notes. Interest in building that bridge.
  - ii. Pre-pandemic, Exec had been having a more unofficial brown bag lunch with a couple of members of Faculty senate and sharing information/experiences
  - iii. We are going to work on an ad-hoc to brainstorm how to do this and encourage collaboration with faculty and student senates.
  - iv. Faculty senate does not have a budget, also they do not receive any additional stipend or payment for serving on Faculty Senate.
- e. August 20 - post cookout event
  - i. Cassie asked if SEAC would have interest in joining with something.
  - ii. We can spend a little budget to buy more tie dye kit to use more of our shirts. Suggested s'mores. Looking to get approval to use fire and sticks. Estimated expenses would be about \$250. Approved!
- f. Inauguration Week (last week in October) Trunk or Treat?
  - i. Would be something Appreciation can take on if desired, or Jess can. Goal is to bring the outside community in and make it more of a welcoming atmosphere. Jess talked with Katie Bye who normally coordinates Res Hall trick or treating. Ask Depts to sponsor a car/trunk with treats and people can trunk or treat the university. Faculty senate was interested and would encourage departments and maybe the student senate/orgs would get involved also.
  - ii. Can readjust if COVID things escalate, require masks, it will be outdoors, can spread things out if needed.
  - iii. Can double check other calendars and events.
  - iv. Appreciation will work on coordinating it.
  - v. Could make it a competition - let the families vote?
- g. Retreat Debrief - feedback form - this was brand new! How do we meet that for next year? If you haven't completed it please do!
- h. Agenda for Administrative Meeting & General Meeting, General Meeting Guest Speakers

- i. You all have access to these in the Google Drive!
  - i. Committee Assignments & Ad hocs
    - i. Chloe reached out to our subcommittee chairs and created the beautiful graphic! :)
- D. Administrative Meeting Report
  - a. Shared recap from Retreat, Committees & Goals
  - b. Aug 20 post-cook-out & Trunk or Treat
  - c. Ongoing topics: shared leave policy, staff supervisor training, campus health & safety, Strategic planning and ongoing searches update
    - i. Shared leave: HR directed us to put together a policy to review and consider. Something for example where you are out on FMLA but it's for a loved one so you are not being paid and could use the support. Jess will be chairing an ad hoc to put this together.
  - d. Classroom/space distancing updates
    - i. Planned to go back to normal with the understanding that we can quickly pivot to 6 feet of distance if needed - some kind of communication should be coming. Will be either 0 or 6 because those are both already charted out versus using the effort to figure out other distances.
  - e. Vaccination requirement enforcement is an ongoing complicated discussion with more to be shared soon
  - f. Announcement of new mascot coming soon! - it's here! Beacons!!!
  - g. 5% salary increase - Excited to see the board offer 5%, raises are not guaranteed for future years. The prior cuts were permanent, so these are not a restoration, though it may feel like it.
  - h. Director for OMP is posted
  - i. \*Notes for next Admin meeting: encourage early communication.
- E. Chief of Staff — Rebekah Arevalo
  - a. President had travel difficulties and she's working on some things for him that couldn't be rescheduled
  - b. COVID Update
    - i. MASKS
      1. Unvaccinated = Mask
      2. Vaccinated = Unmask

3. NOTE: It is strongly recommended that everyone wears a mask (vaccinated and unvaccinated/exempt) for all indoor group gatherings for the first two weeks of Fall semester.
- ii. Vaccination rates
    1. Students/Employees - 84-85%
    2. Expected to be in the high 80% to mid 90% in the next few weeks!
  - iii. Student Athletes - Traveling for games
    1. Student Health Center and Athletics Dept will work together to identify “hotspots” prior to travel. If the destination is a hotspot, then unvaccinated athletes will not be able to participate.
  - iv. Other
    1. Continue to wash hands or use hand sanitizer
    2. Official communication to students, faculty and staff will come out sometime this week or early next.
- c. Regarding Exemptions for Employees:
- i. Medical exemptions requirements - A note from a medical provider indicating that due to a health condition he/she is recommending against the patient getting a COVID vaccination.
  - ii. Religious exemption requirements - Submit a signed attestation of belief with minor detail to support.
    1. Those exempted from the Vaccination must wear a mask. Additionally, exempted employees will be subject to contract tracing and quarantine.
- d. 5% raise is permanent beginning January 1. We cannot guarantee further raises in the future.
- e. Swag/spirit push for new mascot? Yes!!! Brian is excited to work with us on this. He will talk to us when he comes to speak with us in September. - New Mascot - Beacon is the nickname, not a physical mascot yet. There will be continued rollout throughout the academic year. There will be new associated marks, however the general University logo and the shield of character are not changing.

## F. External Committee Reports

a. Expectations

- i. Part of the responsibility for serving on these external committees is reporting back to the main group.
- ii. It is expected that one person will add in any notes to the general meeting agenda and plan to present - it's up to you all for UC/CCPC to decide if you want a regular point person, or if you want to split reporting responsibilities throughout the year, but if no one is inputting, Erin will tag a committee member to ensure someone is prepared to report.

b. Committees

- i. Campus Community Policy Committee (CCPC)
- ii. University Council
- iii. Investment Oversight

G. Internal Subcommittees & Ad Hoc Committees

a. Expectations

- i. Committee Assignments were sent with the reminder/agenda email.
- ii. Set the schedule to meet monthly and send to Erin to add to the SEAC Google calendar. - **Meet before the September meeting!**
- iii. Fill in reports on the general agenda prior to each regular meeting - the more you can put in ahead of time, the better.
- iv. If a Chair cannot make a meeting, choose someone else on your committee to share the report on your behalf.
- v. **Budgets: We don't pre-assign. Think about what you would like to request. What do you want to spend?**
- vi. **Jess will send feedback notes from the retreat that relate to your committees**

b. Regular, Continuing Sub-committees

- i. Appreciation - Chair: Carrie Palkovich
- ii. Development - Chair: Chloe Kiser
- iii. Representation - Chair: David Hansen
- iv. Recognition - Chair: Jennifer Easthope
- v. New Employee - Chair: Ryan Cole
- vi. Communication - Chair: Michael Beaver

c. Ad-hocs

- i. Shared Leave Policy Ad Hoc - Chair: Jess Wilson
  - 1. **Jennifer Easthope**

2. [Jonathan Plant](#)
3. Micheal Beaver
4. [Jennifer Zatarski](#)
5. Brandi Kneifel

ii. Faculty/Student/Staff Relations Ad Hoc - Chair: Erin Kunert

1. Justin Hunt
2. Mike Jacob
3. Chloe Kiser
4. Peggy Sliger
5. [Brett Calland](#)

H. Old Business

I. New Business

- a. Council Group Photo at 3:30 pm!

J. Announcements

- a. Our next meeting will take place September 8, 2021
  - i. 2:30 to 4:30 in the Harre Union Brown & Gold Room
- b. Blood Drives - **will add to website!**
  - i. September, October and November

K. Adjournment - **SO GAVELLED!!!**