

Staff Assembly Executive Board Meeting Oct. 9, 2019

Attendance: Angela Ventris, Gayle Langel, Susan Cain, Jolene Christensen, Hunter Darrouzet, Becky Herrig, Colin Muenster, Emily Schultz, Jenny Parker and Mary Jo Ramler. Absent: Courtney Boyd

The Faculty/Staff Emergency Fund, Staff Volunteering for City of Dubuque events and Angel Fund went to Policies and Benefits for discussion. See last months minutes for outcome. It was suggested the Policies and Benefits Committee plan another meeting with Angela, Jayme and/or Roberto to bring more insight on these funds.

Thom Chesney, President will give a presentation at the next Staff Assembly on the Art & Craft of networking. Topics will be cutting down on unnecessary and the content of emails, etc.

Suggestions were made for the use of Venmo for events such as Athletic games, Homecoming, etc. and also provide the option of healthier food/snacks in the vending machines. These topics will be brought to the attention of Beth McGrath.

The "YOU ROCK" sticker samples were distributed and one was selected for use at the next Staff meeting. All those nominated to be recognized for job well done, will receive a sticker and also their name will be placed in a drawing.

Staff/Faculty Campaign is approaching and Angela, Roberto and Andy will give a presentation at the next November 21st meeting.

It was suggested having a follow-up on the Active Shooter Training presented at the last meeting. Angela will contact Steve Kirchbaum about a possible Emergency drill for the entire University. All VP's will be asked to follow up with their departments if a plan of action has been discussed with staff. Others ideas were: asking Police dept. to run a drill with the university, have police walk through the buildings with suggestions on where people should go if cannot get out of the building and possible more training.

Staff Outreach announced Oct. 31st, Clarke will celebrate Halloween campus-wide. From 3:30-4:30 parents may bring their children in for Treat or Treat. Staff/faculty may dress up and/or decorate their office/classroom for the occasion.

November 26th there will be a Chili Potluck for Faculty and Staff beginning at noon – 1:00. There also may be a Friends Giving canned food drive during the Thanksgiving Holiday.

December 18th, the Staff Potluck/Raffle will be held.

Also the first Friday of every month, there will be a Social at 7 Hills, 4:00-5:30 for faculty/staff.

Next Staff Assembly meeting will be November 13th.

