

CEHD STAFF COUNCIL MINUTES	DATE 2/22/2022	TIME: 2 PM, TEAMS
-----------------------------------	-----------------------	--------------------------

ATTENDING: Jerson Dubon-Martinez, Ruth Ebenezer-Cook, Gennie Hendrick, David Lowery, Leigh Floyd, Shaila Philpot, Richard Sinrich, Karen Van Der Byl, Erin Whitney, Zena Young

AGENDA ITEM 1 – Topic: Welcome members

- Erin welcomed the members and thanked everyone for helping with the CEHD Spring Staff meeting.

AGENDA ITEM 2 – Topic: Meeting minutes 1/26/2022

- Meeting minutes were reviewed and approved.

AGENDA ITEM 3 – Topic: University Staff Council updates

- Leigh – the adopt a staff for the holidays initiative was successful. Next time they are considering including faculty on the request for donation emails.

AGENDA ITEM 4 – Topic: Subcommittee expectations, participation, and updating folders

- Ruth reminded everyone to update their subcommittee folders with their meeting notes, helpful process notes, and estimated budgets.
- Erin noted that so far the staff council has expended \$1858.36. We still have \$5641.64 in the budget. Total budget for the year is \$7500. The new budget period will start on July 1, 2022 with a new account of \$7500.

AGENDA ITEM 5 – Topic: Follow up from CEHD spring meeting

- Attendees at the staff meeting requested to have University Council updates presented at the college meetings. And they were curious about the plans for staff development day that is normally hosted by the staff council during spring break week.

AGENDA ITEM 6 – Topic: Staff development week ideas

- The Training and Prof. Dev. Committee stated that they need results of the training survey before decisions can be made.
- Programming could include activities for people in the college to meet each other and build networks.
- The idea of a scavenger hunt/office crawl appealed to many members.

AGENDA ITEM 7 – Topic: Staff training ideas

- Karen updated everyone about the meeting with Jim Lee. Training could come at a cost and he is open to helping us set up training. The training survey will be sent to Rachel for review prior to sending it out to the college.

AGENDA ITEM 8 – Topic: Other CEHD business

- No items were presented.

MEETING ADJOURNED

Next meeting: March 22nd on TEAMS.