**CAS Staff Council Meeting**

**1-26-17**

* **Staff Development Funding Program**
  + Proposal to review: Melynda Seaton
    - Unsure about some of the funding, proposing two scenarios based on how the department funds will be allocated. She will likely get accepted based on either scenario.
  + Conclusion on revision of eligibility statement?
    - Changed the last sentence of the statement to make it clearer – see November notes.
* **Subcommittee Reports**
  + Professional Development – Sophia
    - Know and Grow your Strengths (February)
      * 1st 30 people who sign up get a free Strengths Test, paid for with the budgeted money
      * If there’s more than 30 they have to pay
      * If less, we just pay for the ones that come
    - Business and Professional Communication presentation led by Kathy Castle
      * Hopefully will happen in April

Networking and Event Planning – Shawn

* + - Tour of Whittier, walking/van to get there.
    - Other possible ideas were the Arboretum/East campus
    - Escape Room? Group discounts?
    - Capital Building
  + Staff Recognition – Kate
    - Ten nomination being reviewed – good amount
  + Communications – Casandra
    - Website needs updated, minutes need loaded from past meetings
    - Moving forward with moving newsletter to website
* **Future Programs to Consider**
  + Budget Town Hall Meeting for March – Led by Alecia and The Dean
  + Asking for ideas about events from staff with anonymous survey
    - Less open-ended questions
    - What do you feel is lacking in your skill set?
    - When could you attend events?
    - What sort of networking events would you attend?
  + Dean Francisco’s idea of meeting with another University’s Staff Council
    - Kind of on hold, possibly, with budget cuts
  + Have guest speakers from around the College/University share information with Staff Council.
    - What is relevant to us in Staff Council?
      * Organizational Development, Teambuilding, etc – Nancy Myers
        + Schedule during July “transition to new members” meeting
      * CAPS or EAP (Employee Assistance Program)
* **Other Topics to Discuss?**
  + **None**
* **Future Meetings**
  + Fourth Thursday of the month from 2:00 – 3:30pm
  + Need to determine locations for:
    - February 23 \_\_Avery\_\_\_\_\_
    - March 23 (Spring Break) \_\_\_\_OLDH1223A\_\_\_\_
    - April 27 \_\_\_OLDH 11th Floor\_\_\_
    - May 25 \_\_\_Jorgensen\_\_\_