**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\_\_\_