**CAS Staff Council Meeting**

**3-23-17 | 2-3:30pm | OLDH 707**

* **Guest Speaker from Employee Assistance Program** (2:00 – 2:30pm)
* **EAP services described, available on website**
* **Confidential, free**
* **Family members, significant others included**
* **Staff Development Funding Program**
  + Presentation from Melynda Seaton (2:30 – 2:40)
    - Annual College Art Association Conference In New York, NY
    - Fundraising Fundamentals workshop
      * Grant development, identifying donors and partners, proposals
    - Imbricated Art Histories: Native American Artists of the Twentieth Century
    - Matriarchal Action + Art
  + Proposal to review: Beth Whitaker
    - Voted to fund
* **Subcommittee Reports**
  + Professional Development – Sophia
    - April 5 from 1:30 – 3pm: Communication Strategies in the Workplace by Dr. Kathy Castle in Bailey Library in Andrews Hall (2nd floor)
    - Flyer draft reviewed, should be sent out by Alecia
    - Still working on/looking at a professional development Strengthsfinder event
  + Networking and Event Planning – Shawn
    - How to reach out to all staff and gather concerns related to morale and staff concerns?
      * Possibly an April brown bag lunch event, need RSVPs because space will be limited
      * Need to think of conversation starters for brown bag, just to get people talking
  + Recognition – Kate
    - Looking at some sort of recognition idea, Chancellor didn’t recognize 5/10/15/20 year anniversary’s so we would like to instead.
    - Good pool of candidates for Ovation, they’ve all been voted on.
    - March, maybe 2 Ovations in April since May students leave
  + Communications – Casandra
    - Digital Newsletter is in progress
    - Working on April timeline
* **Sophia drafted interest survey – thoughts?**
  + **Everyone likes it, going to send out via Qualtrics (contact Gretchen Mills for Qualtrics login)**
  + **Going to add a question asking if anyone would be interested in joining staff council**
  + **Discussed how to disseminate the survey, email and newsletter sometime in May**
* **Reminder/ongoing business: guest speaker ideas for SC meetings**
  + Nancy Meiers - in July for team building
* **Looking ahead: Who will be off of SC/recruitment of new members**

Brad, Kate, Cassandra, Kara

* **Other?**
* **Future Meetings**
  + April 27 – Casandra – room?
  + May 25 – Jorgenson 338 – Amanda/Shawn – confirmed?
  + June 22 – Hamilton 733
  + July 27 – Oldfather 538 (combined with new staff council)