

**Meeting Minutes – Tuesday, May 6, 2014, 1:30PM**  
**College of Arts & Sciences – Staff Council**  
**University of Nebraska-Lincoln**

Attendees: Kerry Vondrak, JaMel Ways, Donelle Moormeier, Shea Svoboda, Sara Mattson, Alycia Libolt, Shawn Langan, Tom Danaher, Jamie Longwell.

1. Update on Dean's Reaction to Survey
  - a. The results of the survey should be posted to the Staff Council website, and this page on the website should be referred to in an article in the upcoming Staff Council newsletter.
  - b. Given the number of questions about salary changes, it might be beneficial to include an article about the process for equity changes in the next Staff Council newsletter.
2. Shared Resource Database – Shea Svoboda on behalf of Shannon Parry
  - a. Shannon Parry suggested that it might be helpful to have a list of resources (equipment, etc.) that departments would be willing to loan out to other units for events and activities.
  - b. Given the lack of time and funding, a list or table on the Staff Council website is probably the best we can do right now.
  - c. Compiling a list of event coordinators would be a good first step toward this goal.
3. Update on LinkedIn Presentation by Diane Siefkes – Shawn Langan
  - a. All of the members who attended the presentation indicated that the event went very well.
  - b. There were approximately 20 people in attendance.
  - c. The group expressed a desire to bring Siefkes back to do another presentation in the future.
4. Newsletter Update
  - a. Add a blurb about the survey results (see 1a above).
  - b. Send out newsletter to staff next week.
5. Update on Spark
  - a. The next spark presentation is scheduled for May 21, 2014.
6. Committee Updates
  - a. Professional Development Committee – Shawn Langan
    - i. Now that the LinkedIn presentation has passed, the current focus for Professional Development is centered on the Spark series.
  - b. Recognition Committee – Tom Danaher
    - i. Administrative Professionals Day was April 23, 2014.
  - c. Networking Committee – Sara Mattson
    - i. The annual Ice Cream Social is the next planned activity.
  - d. Communications Committee – Kerry Vondrak
    - i. Newsletter will be completed and distributed soon.
    - ii. Website will link to each staff council member's contact information on [directory.unl.edu](http://directory.unl.edu)
    - iii. Solicitation for new Staff Council members will be sent out soon.
    - iv. Listserv mailing lists have been created for the Staff Council and for Committee Members who are not on the council.
7. Misc. Ideas – Open Discussion
  - a. Tom agreed to bring treats to the next meeting.
8. Upcoming Meetings
  - a. Next Meeting – Tuesday, June 3, 2014 at 1:30PM in Room 236 at Burnett Hall.
9. Meeting adjourned at 14:16.