**CAS Staff Council Agenda**

**November 11, 2015 1:30 – 2:30 pm**

**733 Hamilton Hall**

Agenda Items:

-Professional Development grant recipient reports: Krista Roebke

 **Krista will present next month**

-Committee Updates

* Professional Development: Kara Brant

 **Spark went well, did not get recorded.**

 **You’re always a representative for the University (Beth)**

* + MS IT Academy and BSG

 **Not too many update with MS IT Academy, SC is unsure what the status of this is.**

 **Maybe a Spark or similar event to demo and introduce MS IT Academy?**

* + Spark
		- Oct 19 at 2 pm - **Is a Liberal Arts Major a Good Decision?: An A&S Staff Members’ Guide to Liberal Arts Majors and Careers**
		- Nov 9 at 2 pm - **How Do our Students Get Here?: Recruitment in the College of Arts and Sciences**

 **UNL Speakers bureau to find non-spark speakers, everyone should check it out.**

 **We will be making a call out to find Spark presenters, but they can’t be outside of the college.**

* Networking and Event Planning: Jared Mills

 **Meeting next Tuesday to discuss the new staff hire orientation.**

 **Laser lab tour during next meeting (9 of December) - 15 mins**

 **Beth will contact Krista to see if she needs multimedia for next time in Brace.**

* Staff –Recognition: Paige Glasshoff
	+ CAS Holiday Celebration Dec 1, 4 - 5 pm
		- Speaker – Brad?

 **Dec 1st holiday celebration**

 **What should we hand out to advertise staff council? Should we hand out anything?**

 **110 people usually come, so we would plan for 125 handouts**

 **Labels on bags of treats (handouts) - Happy Holidays from CAS Staff Council! - website**

 **Put newsletter, notebook, and “what we do” handout**

 **Table will be adjacent from entrance**

 **We will take a photo of all of us**

* Communications: Brad Nauman

 **Contact Kara for spark reviews and call for new spark presenters**

 **Speech at Christmas Party - Introduce members, say what we do, talk about how many funds were distributed with new prof development program this year - Maybe some talking points from Alecia**

**Website possibly moving? Unsure what to do with this talk to Mike.**

Old Business:

* Number of current council members

 Terese Janovec will be joining, out sick today.

 Motion: Recruit one more member (Terese) and then follow up in April or so for next year members - passed

Upcoming Events:

- CAS Holiday Celebration Dec 1, 4 - 5 pm

-Any other plans for anything upcoming?

 Plan for spring tour of Manter

 **Possible tour of Innovation Campus**

 **How would we get there? Bus? Drive individually?**

 **Potentially have Kate Engel speak about innovation?**

Announcements, Reminders & FYI’s:

- On the radar: “Pass It On” workshop(s)

* Still waiting for Dean’s plan to be presented to College

 **Dean should have members finalized by the end of the semester**

* Professional Development has food in their proposed budget for workshops

-Upcoming Meetings:

**NOTE: Return to second Wednesday of month 1:30 PM**

December 9, 2015 - 215 Brace - stay extra 15-20 minutes if you want to look at lab

January 13, 2016

February 9, 2016

NOTES:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_