2:00pm – 3:30pm, Thursday, October 15, 2015

In attendance: Beth Lair, Danielle Perini, Kristin Finn, Megan Pedersen, Josh Metayer, Jeff Gardner, Astrid Beltran, Pat Croke, Bridget May, Emmanuelle Escandar, Lauren Yurman, Monica Cohen, Donna Buczek, Melissa Bagdon, Natalie Deliso, Karen Bertucci, Tobyn Friar, Chris Murphy

Absent: Dana Bozeman, Kevin Bryant, Stacey Zurek, Veronica Wilson, Joyce Canselor, Steve Fehr

Guests: Jorene Richards, HR

I. Opening of Meeting
II. Reflection – Jeffrey Gardner
III. Approval of Minutes – Aug 2015, Sept 2015
   - none to approve currently

IV. Jorene Richards from HR, Staff and Faculty survey results
   - Background on project
     o began in 2007, Fr. Garanzini wanted to conduct an engagement survey
     o Intent was to take a snapshot of where University was in 2007 and use that as a benchmark to improve our standards and compare to each time survey is administered
     o Goes to FT and PT faculty and staff
   - 78% response rate for March 2015 survey
     o Each dept. required at least 10 respondents in order for dept/school to receive individual survey results report
     o This year, included Cuneo, LUREC and HSD for the first time
     o Sustainable Engagement: 84%
       ▪ Quality and excellence (processes, efficiency, focus on quality output)
       ▪ Respect and care
       ▪ Resources and efficiency
     o Retention: 65% (not planning to leave University)
     o Strengths to maintain
       ▪ Resources and efficiency
       ▪ Talent mgmt.
       ▪ Immediate mgmt.
       ▪ Teamwork
     o Opportunities for improvement
       ▪ Respect and care
       ▪ Pay & benefits
       ▪ Strategy and direction/leadership
       ▪ Management
       ▪ Quality and excellence
     o Branching for faculty and staff (each group received unique questions)
     o Per University Norm, significantly up in Immediate Manager, Respect and care, Staff supplement, Sustainable engagement, Talent management; significantly down in Pay & benefits
   - Differences in group responses
     o WTC responses more positive than LSC
     o Staff responses more positive than faculty
- Presentations planned in Nov. on all 3 campuses to share results with faculty/staff
- Contact your planning coordinator to be a part of action planning for your dept/school (contact Jorene if interested)

V. Committee Updates
   a. Staff Recognition
      i. Megan has stepped up as co-chair of SREA committee.
      ii. Nominations extended to Oct. 23rd for annual awards
         1. SC members cannot receive awards.
         2. SC members cannot nominate.
         3. Instead, please encourage others to nominate in your departments, networks, etc.
         4. Jorene has asked that Winifred send a memo to senior leadership as well
            a. Karen brought up that there might be confusion re: monthly winners being automatically nominated for Annual awards; this is not the case, only monthly awards winners are automatically nominated (not monthly award nominees)
            b. Lauren will ask to review Jorene’s memo prior to it being sent to ensure the above is clear
      5. UMC is putting a call for nominations up on digital screens
         iii. Meg Landon award specifically needs more nominations
      iv. Megan would like to have a Staff Council table at the event, to distribute info on LEEF, etc.
      v. Also asking Staff Council to attend and volunteer at the event if possible
         1. If possible to help set-up, please come at 2pm to event
      vi. Event on Nov. 23rd at 4pm-6pm in Kasbeer Hall
   b. Communications
      i. Melissa has implemented web updates with Lauren’s help
      ii. 1st listserve email this past week via MailChimp
      iii. Melissa met with UMC’s Steve Christensen to put together more comprehensive Marketing & Communications plan for Staff Council
           1. They have requested four weeks’ notice to implement communications
      iv. Let Melissa know if you’d like to be added to Listserv
   c. LEEF
      i. Would like to be involved/present at Staff Recognition event, will follow-up with Megan
      ii. John Pelissiero mentioned at Exec. Board that he’ll match LEEF contributions
      iii. Reminder to opt into LEEF if you’re interested.
   d. Staff Development
      i. Targeting end of Oct. to meet with Jorene
         1. Want to discuss how to re-evaluate and look at LUC&Me program
         2. Been asked to develop a more formal presentation at Loyola 101
            a. What we do, who we are, keep it a consistent message from whoever presents
            b. Packet with all of our programs in it
               i. Loyola 101 is new hire orientation
   e. Social Events
      i. Selected dates for Live after 5
         ii. one per campus instead of 2 to stay within budget and encourage strong attendance
            1. Nov. 5th at Millers Ale House for HSD
            2. Nov. 12th at Revival Social Club for LSC
            3. Nov. 19th at Jake Melnik’s for WTC
      iii. Stay tuned for posters to distribute
      iv. Please try to come to the one at your campus!

VI. Executive Board
a. Chair’s Report
   i. Selection of new SC members (2)
      1. Tobyn will reach out to ‘reserve’ SC members to see if they’re interested in joining
   ii. New Co-Chair of Staff Recognition
      1. Megan Pederson has offered to take co-chair role for rest of year.
   iii. Vacant Secretary position
      1. Danielle expressed interest in assuming Secretary position and WTC SC members motioned to approve.
   iv. Meeting with the President
      1. SC was able to share ideas for upcoming years’ goals for SC
      2. Paige introduced goal to add a space for diversity/affinity groups within SC
      3. Winifred is creating a Diversity Committee; would like to have a SC member on that committee
         a. Reservations about SC taking on own diversity committee
   v. University Presidential Search
      1. Search committee will reach out to staff council to have some members give ideas about what they’re looking for in a University President
      2. Tobyn will reach out about this

b. Vice Chair’s Report
c. Treasurer’s Report
   i. Please report any planned expenditures to Tobyn and Karen.
   ii. Set budgets with SREA and Events.
d. Secretary’s Report

VII. Mission and Identity – Chris Murphy
   a. Ignatian Heritage Month (more info online)
      i. Martyr’s prize
         1. University has created prize for partner outside the university
            a. Interfaith Committee for Detained Immigrants in Chicago
      ii. Photo contest
         1. What’s your cannonball? Is tagline
            a. What changed your life? In an image
            b. $200 prize

VIII. New Business
- no new business

Upcoming Meetings:
November 19, 2015
December 17, 2015