UNIVERSITY STAFF COUNCIL
Lakeshore, Water Tower, & Health Sciences Campuses | Loyola University Chicago

2:00pm – 3:30pm, Thursday, September 17, 2015

In attendance: Beth Lair, Danielle Pernini, 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, Dana Bozeman, Kevin Bryant, Stacey Zurek, Joyce Canselor, Paige Gardner, Doretha Tyler-Grant, Chris Murphy

Absent: Veronica Wilson, Steve Fehr

I. Opening of Meeting

II. Reflection – Paige Gardner

III. Approval of Minutes – July / Aug 2015

IV. Committee Updates

a. Staff Development  - Jorene Richards
   i. Reorganization within HR which means that Jorene is the only staff working with training and development for all Loyola staff
   ii. LUC & Me is a 6 month commitment between new staff and returning staff at Loyola. The second cycle will be put on hiatus. Put mentor recruitment on hold (Staff council will not have to recruit a mentor).
   iii. Emerge Classes will still happen but external guests will be reduced for spring of 2016.
   iv. Faculty and Staff Survey results are in. Overall there isn’t anything bad. There can be improvement for leadership. Hosting town hall meetings for survey results to the larger Loyola community.

b. Communications
   i. Fall priorities on the USC Website which is out of date. Each committee members are dividing the website. This committee will contact other committees for specific updates
   ii. All committees that want updates for their information on the website, please have that information to this committee by Friday, October 2nd

c. LEEF
   i. Priorities is increasing marketing and funds
   ii. Developed talking points for LEEF with the Pay roll deductions form . Recommendation to shaer this in staff meetings and divisional meetings
   iii. Make the Payroll deduction form online
   iv. Marketing the USC Chaplain as a resource on the LEEF Brochure
   v. Creating incentives for payroll deductions (Aramark 10% coupons, or donating a percentage of sales on a specific day, free day pass to Halas)
   vi. Staff Council Signature, where LEEF can be marketted

d. Staff Recognition – Monthly Awards (Lauren)
   i. Monthly Awards lead is Lauren and Excellence Awards lead Doretha
   ii. Beth, Steve, Lauren, Joyce, Danielle and Doretha can not receive the award
   iii. Add the updated the description for monthly awards
   iv. USC will now submit nominations each month and support this committee
   v. Major announcement email blast to the University
vi. Flyers for mothly nominations
vii. Only staff and faculty can nominate

e. Staff Recognition – Excellence Awards (Doretha)
   i. Official Date on Monday, November 23rd 4-5pm program, 5-6pm for the social
   ii. Do we use full room of Damen MPR?
   iii. Next focus is on nomination and selection process as well as setting a committee meeting to plan out the timeline
f. Social Events
   i. Looking towards planning 3 socials

V. Executive Board

a. Chair’s Report
   i. University Senate Meeting – concern about the tone of Senate and lack of care/acknowledgment of staff concerns. This is dominated by faculty, which is leaning towards faculty concerns with students.
   ii. How does USC communicate larger issues and show that we are more than a social council?
   iii. Meeting with President on Friday October 2nd from 10-11am in Burrows Hall (President Suite/Yellow house). Paige will email an outlook request for E-Board, Committee Chairs, and Chris Murphy for meeting with president.
   iv. USC utilizing Sakai or LUCbox
b. Vice Chair’s Report
   i. President Search committee
c. Treasure’s Report
   i. 10,882
   ii. LEEF is $9,215 is the remaining balance (match requested is $4,000)
d. Secretary’s Report
   i. Notes on N Drive and Website
e. Chaplain, Chris Murphy
   i. “The call to discernment in trouble times” Book Club
   ii. Ignation heritage month – Martyr prize of $25,000, USC rep for the committee
   iii. Organizing a staff pilgrimage to Spain

VI. Mission and Identity – Chris Murphy

VII. New Business

a. New Employee Connection
   i. Welcoming new staff by hosting Ireland gathering, and inviting the LUC Mentors and past Mentees
   ii. The rest tabled for next week
b. New by-laws for University Senate selection process
   i. Non-committee chair volunteer, Emmanuelle for the Senate Bi-law
c. Diversity Committee/Chair
   i. Creating the support for staff seeking additional resources as it relates to their multiple identities (Race, Gender, Sex, Sexual Orientation, Age, Religion, etc.)
   ii. Perhaps aligning with Chief Diversity Officer, Winifred
   iii. Affinity groups
   iv. How do we connect with HR to find the support, (HR working through USC or USC working through HR)
   v. Paige and Tobyn will facilitate a more direct conversation about how to incorporate this new idea into USC’s identity as a team.
d. Staff Council Image
i. Who are we?
ii. What do we do?
iii. How do we engage staff?
iv. How do we advocate for staff?
e. Representation of units
   i. Great representation today, all present with two who called in for being absent
   ii. 
Upcoming Meetings:
October 15, 2015
November 19, 2015