

## ARTS & SCIENCES STAFF COUNCIL MEETING

Tuesday 9/8/09

3:00-4:00 PM

### 211 Schorr Center – South Entrance to Memorial Stadium

*Present: Shawn Langan, Beth Whitaker, Patrick Pribil, Barbara Trail, Marcia Donnelson, Jodi Holt, Gwen Bedient, Assistant Dean, Alecia Kimbrough, David DeWester, Celeste Walmer.*

Not Present: Jamie Cruise.

After a tour of the Schorr Center, Chair, Shawn Langan opened the meeting at 3:20 p.m.

1. Discussion of the final survey. What is the most prominent item that needs to be addressed ASAP? How do we go about doing it? Second most important, etc, etc.

There were 73 staff members who responded to the survey. Effective communication is the highest area of concern, training is second and safety third. As previously, it was decided to form subcommittees around each central issue. Sub-committees formed are as follows:

#### **Communication/Webpage:**

Jodi Holt  
Beth Whitaker  
David DeWebster

#### **Other Concerns:**

Gwen Bedient  
Barbara Trail  
Alecia Kimbrough

#### **Training:**

Celeste Walmer  
Marcia Donnelson  
Jamie Cruise  
Shawn Langan

#### **Safety:**

Patrick Pribil  
Beth Whitaker  
Shawn Langan

Questions/concerns received from staff members will be addressed by the most appropriate sub-committee.

It was also suggested that it would be a good idea to have a “town hall” meeting for all A & S staff.

2. What needs to be put on the Staff Council webpage? I feel the council can give a few ideas, but it will be largely up to the sub-committee (Jodi, Beth, David), with entire council final approval. Other methods are welcome of course.

As a reminder, the Staff Council website and email are as follows:

<http://ascweb.unl.edu/dean/staffcouncil.html>, email: [asstaffcouncil@unl.edu](mailto:asstaffcouncil@unl.edu)

Many ideas were suggested for items to be included on the website. Suggestions included:

A list of resources available to staff  
Suggestion box  
Sub-Committee members and contact information  
Link to A & S College events calendar  
Staff FAQ

3. Passing out of sample documents that will lead to Staff Council By-laws or similar. This will be the main focus of the next meeting.

All staff council members were asked to review sample by-laws and provide feedback to President Langan prior to the next meeting.

4. Set deadlines to be completed by the next meeting, presumably on October 5<sup>th</sup>. Subcommittees will meet and make recommendations. By-laws will be reviewed prior to the meeting for discussion.

Review suggestions for by-laws, reports from sub-committees.

The meeting was adjourned at 4:00 p.m.

The next meeting is scheduled for October 5th, 2009 at 3:00 p.m. 10<sup>th</sup> Floor Conference Room, CCFL, 206 So. 13<sup>th</sup>, 10<sup>th</sup> Floor.

Respectfully submitted,

Marcia Donnelson 10-2-09