

Staff Advisory Council Minutes
January 24, 2019

Members Present: missed this - ☹

Chair Report:

- a. **Minutes:**
- b. **Dean/Staff lunch:** Lunches starting up again for Spring , please try to attend one.
- c. **Dean/Chair meeting :** Food drive furloughed
Blood drive – commit for life

- d. **Treasurer Report :** Final numbers for Hour of Happy

Representative Reports :

- a. **Deans office** –Title IX presentation went well, email will be sent with instructions for those who missed it.
- b. **EAHR** – no report
- c. **EPSY** – no report
- d. **HLKN** – no report
- e. **TLAC** – Had campus showcase for PhD admits – 7 attended
- f. **Advising** – . no report
- g. **Research** – no report
- h. **USC** – not report

Committee Reports

- a. **Outreach** – Best time to have outreach – April –will check staff week schedule
- b. **Social** – Tacos in May
- c. **Communications** – checking into using Mail chimp to send out notices, hope to have mock up next meeting.
- d. **Professional Development** – Talking about getting Nancy Hutchins to do a part two of the brown bag she presented.
Questions – what would that look like?
Maybe have HRD performance evaluation form / customize for our college.
Nancy Hutchins is not in our college anymore – not replacing at the moment.
Discussion on Performance evaluations – Self Evaluation – timeline for goals – October, completed by March 31st.
Performance Evaluation starts in April – have until May to get goals entered by supervisor.

- e. **Conference** – Jesus is looking at a venue
Theme for conference :
 - 1. Peak Performance – aligning goals = ROAD MAP TO SUCCESS.
Multiple sessions - University/College/Department speakers
 - a. How to enhance your career goals/jobs.
 - 2. Two Tracks – Academic Track
Administrative Track

Tie all together at the end - looking for a college retreat speaker
Suprena is helping with the costs etc..
Giveaway focused on theme of the event
Lunch – play music bingo