

## Staff Council: Meeting Minutes

Wednesday, 11 January 2023, 2:00pm

Meeting held via Hybrid, UH471/Zoom

Attendees: W. Batelle, J. Cluett, D. Dubois, R. Gardner, K. Hollan, C. Keller, S. Miles, T. Scola, J. De Leon

Not in Attendance: A. Curran

1. James De Leon presented the new models for 7 election voting groups & based on the inclusion of new eligible staff (probationary period & part-time employees) since last election cycle. Decisions about the breakdown of equitable voting groups was tabled for now and will be explored further by the election subcommittee after the constitution/bylaws are ratified.
2. A timeline for the Spring 2023 election cycle was discussed. In order to maximize engagement and being respectful of the demands on staff, it was decided that elections should occur after commencement and conclude by approximately 1 June 2023. New Staff Council representatives will officially take their seats by approximately 1 August 2023.
3. It was agreed upon that the constitution and bylaws will go through a public comment & review period open to all eligible staff. The constitution and bylaws will be ratified by a simple majority of eligible staff after the public comment & review period has closed. This process will require IT and possibly marketing support.
4. The current draft of the constitution and bylaws was endorsed by the staff council and will be sent to Lauren Turner (T&I) for feedback.
5. There was discussion around forming the Executive Committee on the Staff Council. While these positions will not be officially recognized until after the constitution and bylaws are ratified by the staff, the staff council members decided to informally nominate and vote on Executive Committee positions at the next meeting in order to provide structure for upcoming staff council initiatives. Members were asked to review the position descriptions and nominate via the Staff Council Teams group before next meeting.
6. The JCC has requested a Staff Council representative to attend future meetings. It was decided that a representative will be selected during the Executive Committee voting process next meeting.
7. Diane Dubois proposed that the staff council should advocate for a shorter work week in our future work. Discussion was tabled for now.

### Action Items

- Send the constitution and bylaws to Lauren Turner for feedback.
- Reach out to IT about necessary support for a public comment period.
- Review Executive Committee position descriptions and nominate/self-nominate members on Teams before next SC meeting.