

Staff Council: Meeting Minutes

Thursday, October 5, 2023, 9:00am

Chair's Room/Zoom

Attendees: T. Scola, R. Gardner, J. Cluett, C. Keller, M. Hamilton, A. Curran, A. LeSane, D. Dubois, W. Battelle, N. Luiz, A. Boertjens, N. Caligiuri, S. Miles, L. Baghsarian, K. Hollan

1. The meeting was called to order at 9:01am.
2. Meeting minutes for 9/21 were approved.
3. Chair Report:
 - a. Vice Chair Battelle will facilitate the next meeting while Chair Scola is on vacation. Agenda will be set ahead of time by the Chair, Vice Chair, and Secretary.
 - b. Template for the sub-committee leads is now available in Teams files. This is a way to give a more detailed update for the Chair than what needs to be shared in full Council meetings.
 - c. WPI Today Staff Council announcement went out today, 10/5.
 - d. Feedback form updates: VP Lauren Turner responded positively to our outreach about the feedback form data. The information was also shared with the Leadership Cabinet and it is on their future agenda. SC Executive Committee and Sub-Committee leads will be meeting with Lauren Turner and President Wang in the near future to discuss an action plan. Chair Scola is working on an email to share progress updates with the staff community.
4. Sub-committee Report Outs:
 - a. Election – have met briefly; Nicole Caligiuri is joining.
 - b. Community Engagement – emails are out in an attempt to get a staff distribution list created. No progress thus far.
 - c. Feedback Form – a few more similar responses have trickled in. Mike Hamilton will rerun the Key Themes Report to compile in order to share the most updated version with President Wang and Lauren Turner.
 - d. Events – We will be hosting a staff event on Monday, 11/20, in the Odeum. Logistics are still in progress but it will primarily be a social opportunity and recognition of staff.
5. Staff Council used the remaining meeting time to discuss their goals and hopes for the upcoming year and evaluate emerging themes in responses. These will be analyzed to form a set of goal statements to guide the Staff Council's work.
6. Meeting was adjourned at 10:30am.