

Bellarmine University
Staff Council September Meeting
 Meeting Minutes

September 15, 2021

<i>Present:</i>	Caitlyn Hulls, Shannon Meiman, Calene Baldwin, Emily Brock, Abigail Walsh, Leah Downs, Julie Benvie, Tracey Cox, Kevin Rasp, Jacqueline McNatt, Deaja Robinson, Elaine Surdyke, Shawn Snapp, Kayla Williams, Dominique Clayton, Shelby Bosi, Angela Rone and Dawn Jewell
<i>Not Present:</i>	Emily Neuhauser, Kent Jennings, Ken French, Cynthia Lally
<i>Next meeting:</i>	October 20 th at 11 am

1. Meeting called to order at 11:07 a.m.
2. Approval of minutes from August 18, 2021.
 - a. Emily Brock motions to approve, seconded by Julie Benvie.
3. HR Meet & Greet Update: September 20 4:00-5:00, October 18 8:00-9:00, November 15 4:00-5:00 in the Alumni Legacy Room.
4. Supervisor Training Update: working on more department-specific training until Covid-19 slows down because there are various new policies and procedures taking place.
5. Office cleaning: it's the department's responsibility to clean their own areas. A third-party cleaning crew is out of the budget at this time.
 - a. Trying to get vacuums for offices that need them.
6. Login delays with BU devices:
 - a. Submit a TSC fresh service ticket if you are experiencing issues and/or delays in logging in – TSC has lost two employees: Ken Smith and Grant French.
7. Subcommittee breakout session:
 - a. Everyone went into groups and spoke for about 10 minutes about their plans for their subcommittees for the year.
 - i. Employee Benefits & Affairs – try and amplify recognition, professional development, volunteering, grants for professional development (possibly use our budget to sponsor small grant), having casual conversations with colleagues about what they think Staff Council is and what they think it should be
 - ii. Open up Staff Council meetings once in the Fall.
 1. Trustee meetings next Tues/Wednesday.
 2. Open up for November meeting as goal to see if anyone is interested in attending after the President's Town Hall.
8. The budget for the new year is not yet finalized. Any unused funds from last year cannot be forwarded to this fiscal year.
9. Meeting commenced at 12:01 pm.