

Bellarmino University Staff Council Minutes

11/20/24 | 11am-12pm | LIBR B10

I. Welcome and Roll

- a. Present: Shelby, Fahim, Lauren, Audrey, Trent, Colton, Courtney, John Jyll, Jenny, Kent, Kathleen, Andrew, Robin,
- b. Absent: Sydney, Hailee, Natalie

II. President's Update - 11/19 at 3PM with Q&A on 11/21 at 11am

- a. Shelby mentioned a positive note on leadership looking into rightsizing employees and dropping unnecessary workloads.
- b. Shelby mentioned leadership did not mention FLSA
- c. Jenny confirmed there will be no changes regarding FLSA in January
- d. Andrew mentioned executing early staff retirement is more difficult than faculty early retirement. Replacing staff is more challenging and costly.
- e. Trent mentioned if there were any legal protections regarding filling employee positions
- f. Shelby mentioned there is a hiring frost, but the process is very slow. A general form gets submitted to fill a position and is reviewed by the VP's to determine if it needs to be filled.
- g. Lauren mentioned it is a similar process for Faculty
- h. Trent mentioned there was low faculty turnout at Update
- i. Shelby mentioned having further discussions regarding advocating for employees that have not received any inflation adjustment raises for over 5 yrs

III. December Work from Home Expectations

- a. Shelby mentioned we asked Angela for clarification on “work from home” days December as the University is still open, and several employees are required to be on campus
- b. Lauren mentioned she is required to be on-campus those days because grades are due and other relevant obligations.

IV. Performance Evaluations

- a. Shelby mentioned performance evaluations opened in October and each VP sets a deadline for completion. They are required to be completed by the end of the year, which adds extra stress and burden as they are already short staffed. Deadlines don’t make sense because there is nothing tied to it.
- b. Jenny mentioned that evals are required for accreditation (SACS)
- c. John mentioned everyone is reluctant to do them because there are no incentives
- d. Lauren mentioned evals are a necessity
- e. Audrey mentioned supervisor evaluations may be helpful if they can be established

V. Subcommittee Updates

- a. Shelby mentioned we didn’t receive many submissions for the T-Shirt design contest and if it was okay to add ones from previous competition. She will put together a final list for voting
- b. Shelby mentioned creating one message for all the events happening on Friday the 13th

VI. ICC Christmas Event – Dec 11

- a. Shelby mentioned the email we received from community engagement/Honors program regarding ICC Christmas Events. It is an opportunity for the community to volunteer/donate. We may setup collection box in addition to the ones in Honors program. The email is posted in the Teams Channel.

VII. Generative AI Guidance Feedback

- a. Shelby mentioned the email that staff/faculty council leadership received regarding the group that is working on Generative AI guidance for BU. The email is posted on Teams Channel.