

**Bellarmine University**  
**Staff Council Meeting Minutes**  
**January 16, 2019**

Mr. Brian Atkinson called the meeting to order at 11:00 am and asked if there was a motion to approve the minutes from November's Staff Council meeting. Mr. Pat Coons motioned to approve the November 28<sup>th</sup> meeting minutes and Mr. Sean Campbell seconded the motion.

Mr. Atkinson shared he had been contacted by Dr. Kevin Thomas in the School of Education to see if Staff Council would be interested in participating in a morale survey he was creating to administer to members of the Bellarmine faculty. Mr. Atkinson indicated he was waiting on Dr. Thomas to provide him with the questions, which would be included on the survey before he agreed to include the Staff in the survey. Members of the Staff Council present at the meeting agreed with Mr. Atkinson's decision and also added they would be interested in knowing the purpose of the survey prior to agreeing to include the University's Staff; a concern brought up was would this survey have action items resulting from its findings or would it only further remind Bellarmine employees of their morale.

Ms. Lynn Bynum reported the Faculty and Staff Benefits review committee had not yet met for the spring semester; however, the Insurance Broker has provided the claims experienced through October and it is looking positive thus far.

Mr. Atkinson reported the Resource Management Advisory Committee had not yet met for the spring semester. At the first meeting, he would inquire about the focus of the committee and clarification on what information could be shared with Staff Council.

Mr. Atkinson then led a discussion about the Staff Council bylaws. It was determined Staff Council Elections would take place in March with a new Staff Council Coordinating Committee beginning their term June 1. Additionally, it was determined the bylaws and composition of the Staff Council should be reviewed as a result of the restructuring occurring within the University. It was determined the Council would discuss proposed amendments to the Council composition at the February 13 Staff Council meeting and adopted changes would go into effect June 1.

Mr. Atkinson asked for feedback regarding the Staff Council Picnic; the Council agreed it would be advantageous to host the picnic in early June rather than July. Mr. Atkinson will send available dates to the Office of the President to determine which date would work best with Dr. Donovan's schedule. {After reviewing Dr. Donovan's availability, as of now, it would be best to schedule the picnic for Wednesday, June 5}. A discussion then took place regarding whether offering two time slots for the Staff Council picnic was contrary to our goal of promoting unity or not. It was also recommended we continue to the service component, but we will reach out to the participants in last year's morning of service for feedback on how to improve the experience.

Mr. Atkinson asked the Council to brainstorm what other initiatives the Council should take on this spring. It was suggested that focusing on other individuals might help boost morale on campus as we put our situation into perspective. Ideas discussed included:

- Blessings in a Backpack
- Staff Service Day
- Donation Drive
- Campus Clothing Closet

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It was determined the Council would continue to brainstorm ideas for spring initiatives and the conversation would continue at the February meeting.

Mr. Atkinson ended the meeting thanking everyone for their time.

In attendance:

Brian Atkinson  
Bridget Babcock  
Calene Baldwin  
Lynn Bynum  
Sean Campbell  
Kim Connell  
Pat Coons  
Sarah Davis  
Bryan Hamann  
Tammy Uchida  
Pam Stackhouse