

CSAC Monthly Meeting
Thursday, March 14, 2019
9:00-10:00 a.m. Bavaro 318A

Present: Diane Cole, Stephanie McGuire, Laura Helferstay, Amanda Doherty, Nate Hixson, Danielle Peacock, Ryan Kiley, Joey Carls

Absent: Leslie Booren, Tom Rose, Mandy Turner

Agenda Item:	Discussion:	Action:
February Minutes	Motion by Stephanie, seconded by Amanda	Approved
Project Updates	<p>FC/CSAC Supervisor Project Update (Diane)</p> <ol style="list-style-type: none"> 1. Evaluating program 2. One more newsletter will go out, determining if this is useful and should continue 3. Plan to continue PD on communication 4. Will make recommendation to Justin about whether to make committee permanent <p>Review Spring Staff Newsletter</p> <ol style="list-style-type: none"> 1. Interest in organizing a staff event? - let Diane know 2. Consider using MailChimp or other client to track interactions with newsletter <p>DAC Update (Ryan)</p> <ol style="list-style-type: none"> 1. Ridley Lecture on Tuesday, April 16, 3:30-5:00 followed by refreshments <ol style="list-style-type: none"> 1. Dr. Forber-Pratt: Dream.Drive.Do.: My Story & Research about Disability Identity, Perceptions of Disability and Empowerment 2. Working on the Hack the Stacks event <ol style="list-style-type: none"> 1. Invites input for material in stacks to attempt to diversify 3. <i>Swim Team</i> movie "features a swim team that has students with autism" on April 9th, Holloway Hall, 6-9pm 4. Suggestion for future movie screening: <i>Unlikely</i> – follows students who have odds stacked against them matriculating into college <p>Curry Food Drive, Faculty and Staff Luncheon- Katharine Sadowski</p> <ol style="list-style-type: none"> 1. Moving forward with this plan <p>All-Staff Meeting date for Spring:</p> <ol style="list-style-type: none"> 2. April 12, 2019, Holloway Hall; Zoom <ol style="list-style-type: none"> a. Using Zoom as a pilot for other large meetings 3. Agenda: <ol style="list-style-type: none"> a. 8:30 Refreshments, mingling <ol style="list-style-type: none"> i. Invite new employees as well as department chairs ii. Will need assistance setting up at 7:30am b. 9:00 Bob – school updates c. 9:20 Justin d. 9:40 CSAC Year in Review - Diane <ol style="list-style-type: none"> i. CSAC Elections <ol style="list-style-type: none"> 1. Call for nominations before the 	<p>All – let Diane know if you can assist with All-Staff Meeting setup at 7:30am on 4/12/19</p> <p>All – let Diane know if interested in organizing a staff gathering before end of school year</p>

	<p>meeting</p> <ol style="list-style-type: none"> 2. Explain what serving entails 3. Impact of CSAC – include testimonials from members e. Graduation Overview/volunteers - Diane f. 9:50 Staff Orientation - Stephanie and Joey g. 10:00 DAC update and information - Joanna or Ryan? <ol style="list-style-type: none"> i. Ryan plan to provide update h. 10:10 IM/Rec Sports update i. 10:30 Adjourn j. Add slide about professional development and ask for questions k. Add slide for any other questions/announcements <ol style="list-style-type: none"> i. Should invite an HR BP to field Workday questions 	
<p>New Business</p>	<p>Curry Policy on Animals in the Workplace (Justin)</p> <ol style="list-style-type: none"> 1. Over past few years people have started bringing animals to workplace, prompting need for policy <ol style="list-style-type: none"> a. Vetting this policy through faculty, staff, and student groups b. Concerns have arisen from housekeeping, ETO, clinic, faculty c. Draft policy shared d. Official governance policy decisions made through Faculty Council <ol style="list-style-type: none"> i. Will seek input from all stakeholders and work policy through Faculty Council ii. Likely to be implemented by the end of the academic year <p>Document on CSAC accomplishments (Diane)</p> <ol style="list-style-type: none"> 1. Creating document that provides snapshot of what CSAC does and how that has evolved <ol style="list-style-type: none"> a. Diane began compiling with input from past chairs b. Could include on website as well as when advocating for ourselves c. Could provide this as report to Curry leadership <p>Elections</p> <ol style="list-style-type: none"> 2. Term expires for: <ol style="list-style-type: none"> a. Stephanie McGuire (Academic) b. Danielle Peacock (Research & Centers) c. Amanda Doherty (Administrative) 3. Begin thinking about who might be interested in serving. 4. Current list of staff is missing ~30 people, Joey will re-run 5. Need to consider how to categorize people who work across units 6. In email seeking nominations, be clear about who can be nominated 7. Could model nomination system on faculty process <ol style="list-style-type: none"> a. Email list of possible candidates to supervisors or department chair for review and removal 	<p>Joey will update staff list for elections by next meeting</p> <p>All reach out to Diane if interested in spearheading new nomination process</p> <p>Diane will send email inviting nominations 4/1/19</p> <p>Diane will tweak CSAC Significant Accomplishments document to provide to leadership and present at next CSAC meeting</p>

	<ul style="list-style-type: none">b. Email remaining candidates for opportunity to opt outc. Generate list of potential nominees for staffd. Will need a point person to do this with assistance from Joey <p>8. Currently plan to include part time employees but not off grounds</p>	
Next Meeting	April 11, 9-10am, Bavaro 318A	