

# Staff Council Meeting

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**Attendees:** Joy Skinner, Kay Grigsby, Abbie Raum, Dean Cockerham, Beth Sinnwell, Sheila Kittleson, Adrian Norris, Brenda Cummer, Ryan Callahan

**Not Present:** Stephanie Newsom, Kris Steege, Jamie Hallaway, Amy Wilson

## Minutes

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### ***Open Discussion: Four-Day Work Week***

#### **Discussion:**

In response to the retreat day with Faculty Council and Senior Leadership, SC was asked to discuss and write a proposal regarding the implementation of a four-day work week for staff on campus. This discussion included preliminary thoughts and questions.

A recommendation to utilize summer as a testing or temporary period was given in order to allow staff more flexibility in a traditionally more flexible time of the year. This could allow offices the option to be open only 4 days a week. For the rest of the year, a rotating 4-day schedule could be used within offices to allow for 5 day a week coverage.

One recommendation was to review the Remote Work Policy and implement a similar structure. Remote work currently requires individuals meet certain criteria and then obtain approval from multiple individuals before implementation. A change from this structure could be a decision made solely within the individual's department and with approval only from one's direct supervisor.

While everyone seemed to agree that this would be a great way to boost staff morale and potentially boost employee retention, the question as to whether it would be possible for departments such as Security, Dining, and Maintenance to participate in this kind of schedule was posed.

It was decided that department heads would be asked about the feasibility of implementation and how they would foresee implementing a 4-day work week for staff. This will allow SC to gather input from the people with more knowledge before discussing further. Colleges of comparable size that may have already implemented this kind of policy will also be looked into.

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### ***Open Discussion: Holiday Calendar***

#### **Discussion:**

As has been discussed previously, the idea of having a shortened day on New Year's Eve was brought to the table again. The discussion had ended before due to inequity between office staff and staff working in Security, Dining, and Maintenance. It is agreed that a half-day or even an hour or two off early would boost morale around the holidays.

Keith Strand and Marty Johnson will be consulted on whether this would be a feasible option for their employees.

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### ***Open Discussion: Membership***

#### **Discussion:**

Three names from Maintenance were put forward by Keith Strand for possible membership. And three names from Dining were suggested during discussion. We will reach out to gauge whether the individuals recommended from Dining would be interested and have the time to be involved.

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### ***Open Discussion: Meeting Time***

#### **Discussion:**

SC has been regularly meeting at 10:30, which falls during Chapel. Chaplain Maggie has been advocating for the campus community to take time on a weekly basis for spirituality, so we considered the possibility of moving the regular meeting time to 11:00 instead. While all were amenable to this, it may have to be changed again if we gain members from Dining.