

12-13-24 Staff Council Meeting Notes

Attendees – Joy Skinner, Abbie Raum, Dean Cockerham, Beth Sinnwell, Shiela Kittleson, Ryan Callahan, Kris Steege, Steph Key, JP May, Stephanie Newsome

Absent – Kay Grigsby, Amy Wilson, Jamie Hallaway, Adrian Norris, Brenda Cummer

Agenda Items

Staff Outfly – March 6, 2025

We decided not to share the date with campus, just let them know things will happen during break. We will let campus know the day of the event.

12:30-2:30 p.m. timeframe will work best for dining and maintenance. No additional concerns with this timeframe from the team.

Logistics – do the smak cards again, popcorn bar with treats to add in, coffee

We will plan stations throughout the Library. Attendees can choose the areas throughout the library they want to attend.

The Library was chosen as it is centrally located. Sarah likes the idea of holding the event there as they can showcase the library.

Events and prizes

Student Life has several large games (Connect4, etc.). Another game Joy found was Chat Around a Campfire. In this game the players have a set of prompts and use them to tell a story. We could gear the prompt toward Wartburg – talk about your first day on campus, etc.

Do we want to include chair massages? Should we do a drawing for a massage since we may not be able to get everyone in during that time? Possibly tee shirts as well. Need to check with HR on tax implications.

We can use the library whiteboards for directional signage to the different stations.

Bottom of steps would be a good place for the snack station.

Use the classroom for Pictionary, Yoga and Meditation. Yoga in classroom area – chair yoga. Meditation session? Guided meditation. Apps are preloaded so you wouldn't need to have an in-person leader. The apps would introduce ideas available for self-care. Free apps such as Insite Timer, Mind Shift CBT and Chill Zone are free apps. Calm is an additional app.

Tee shirts – run a deal on shirts that afternoon?

Notification - Could Security schedule a Wartburg Alert for staff only?

Similar to finding the Student Body President, could pictures of President Becky be placed in the library and names of people that find them could be entered into a drawing. This would be another way to get people around the library.

Card games – 500, etc. would be another option. Some people will come mingle and grab treats and not care to participate in any of the activities.

Craft ideas – ask Sarah about simple crafts. Adult coloring. We could post a large sheet on the wall where more people could paint together. Abbie mentioned a site where we can design our own coloring page. We can check to see if the Print Center could print – maybe in sections to get more people involved.

Are we being inclusive of all departments? We can keep the verbiage Staff Outfly, however faculty can also attend – all welcome.

More details to come!

Monica from the W will lead yoga.

Could we get a percentage off in dining and/or Wartburg Store that day?

Discussion on a designated parking spot for a couple for months. Alumni has been giving this to students. Lot of your choice. Decal or sticker. Security reported that the designated spot sign kept getting stolen. They do have some extra reserved stalls. We could have a special hood for one of the signs. Signs are \$125, hoods are less expensive. A better idea would be a car hangtag. The reserved parking would need further discussion.

Another drawing prize could be a meal prepared by Chef Jami or a Mensa meal for the winner and two guests.

Joy to touch base with bookstore on our options. Abbie advised that an item under \$10 with our logo is promotional and not taxable.

Chair massage discussion - Could we give away four 15 min massages or a discount off of the massage price? It would probably be best if we could schedule the staff to come to the retreat and be available for the 5-7 minute massages that day. We would need to block their calendars ahead. We would not need to do retail price. Stephanie advised that when Counseling did this for students, they paid \$150 plus tip for 3 hours plus tip. \$175 total. Attendees could sign up on the spot and wait for their turn. Sheila will have them block the two hours for both. Use one of the study rooms for the chair massages. Chairs outside of the room for people next up.

Can we get permission for offices to close during this time? This will need to go to SLT for approval. Ask SLT about the closing for two hours without disclosing the date.

(Beth) Check with the print center on poster for coloring. Talk to Alan about communication - teasing the date with communication.

(Sheila) check more on the \ massages

(Kris) contact Student Life and Res Life for games and trikes.

Trikes could be brought in but would need to stay in back designated area.

Four Day Workweek – Joy has done some research with other colleges. We will revisit in January.

Review of Staff Handbook - We can go over the handbook during our meetings at the end of the meeting. Review is good so that we as staff council members know where things are in the handbook. HR brings updates to us in the fall. We will begin review in our January/Feb meetings.

Open Discussion - none