

Staff Council Meeting

March 12, 2025
11:00 PM

Attendees: Joy Skinner, Kay Grigsby, Abbie Raum, Dean Cockerham, Beth Sinnwell, Brenda Cummer, Shiela Kittleson, Ryan Callahan

Not Present: Steph Key, Amy Wilson, Stephanie Newsom, Jamie Holloway, Adrian Norris, JP May, Kris Steege

Minutes

Agenda

- Academic year – SC events and expectations/timelines
- Exemplary Staff Award and Milestones event
- SLT/FC/SC Retreat on Tuesday, March 25
- Summer meeting schedule
- If time allows - debrief on Staff Outfly

Update

Since the last meeting, the 2025-2026 holiday schedule has been approved and sent on to SLT.

Agenda Item: Staff Outfly Review

The Staff Outfly event was a great success with about 125 people participating. We had a lot of positive feedback from those who attended, and we feel that we succeeded in our goal to further establish our employee community and encourage fun on campus.

One piece of negative feedback we received was individuals asking why it was held during Winter Break when many people are not on campus. As we will never be able to find a time when every employee is able to attend, we will continue to hold it during Winter Break as it provides a convenient time without students.

Kay will be soliciting feedback from the library as the host building later today. The Wartburg Store did get business during the event and their employees had a lot of fun setting up and advertising for the event as well.

Ideas for next year include creating Staff Outfly T-shirts and possibly having an on-location Wartburg Store pop-up shop.

Agenda Item: SLT/FC/SC Retreat March 25

There will be another SLT/FC/SC Retreat on March 25 from 3:30 to 4:30. As usual, Staff Council has been asked to submit one or two questions to add to the agenda.

- There is currently a lot of fear and uncertainty on campus due to new and proposed federal and state legislation. We appreciate that President Ehretsman has kept us informed of opportunities to contact our legislators about specific bills. How can we address these fears and concerns among the Wartburg community? Are there any general talking points or is there any guidance that can be shared with employees, students, and incoming and potential students?
- The usual budgeting process for the 2025-2026 year has not been sent to departments yet. Can we have an update on what the budget process will look like through the rest of the fiscal year?

Agenda Item: Exemplary Staff Award

SC is responsible for the Exemplary Staff Award which is presented at the annual Milestones event. This year it will be held on May 23.

Joy will create a nomination form, and the council will review the nominations and vote on the nominees once it closes. We are all reminded to advertise award nomination submission in our departments.

Agenda Item: Summer Meeting Schedule

The summer SC meetings usually have lower attendance due to vacations and variable summer schedules. Joy proposed cancelling the July meeting and keeping the June and August meetings for 2025. This was favorable with the council and will be revisited next month.

Agenda Item: Events and Expectations

Joy took the time to update us on the continued vision of the Staff Council. As we are a new group, it is important that we take the opportunity to create the structure and culture in this group that is best able to facilitate our mission. We have the support of Dr. Ehretsman in the work that we have been doing and we should feel empowered to continue on the important work of supporting employee retention and fostering staff morale on campus.

Opening the discussion to ideas for a fall event, the council proposed possible opportunities for professional development for staff in the same vein as the Student Employment Office has provided for student employee supervisors for the past three years. As each individual department does not have the budget to regularly send staff to professional conferences, it would be beneficial and economical to utilize our campus community connections to provide professional development for our employees here. Further discussion will be had at a later date.

Previous Agenda Items to Return to:

- Staff Handbook revisions
- Four-day work week policy suggestion
- Summer 2025 SC meeting schedule confirmation
- Fall event(s) ideas