

Staff Council Meeting

April 11, 2025
11:00 PM

Attendees: Joy Skinner, Kay Grigsby, Abbie Raum, Beth Sinnwell, Stephanie Newsom, Dean Cockerham, Adrian Norris, Ryan Callahan, Kris Steege, Steph Key

Not Present: Shiela Kittleson, JP May, Amy Wilson, Jamie Holloway, Brenda Cummer

Agenda

- Exemplary Staff Award discussion and Award voting
- Membership timelines
- Handbook discussion and schedule
- Staff Council items and year in review

Minutes

Agenda Item: Exemplary Staff Awards

We received 20 nominations for staff members, of which 16 were eligible. The nominations were reviewed by the group and then put to a vote by paper ballot for one administrative staff nominee and one support staff nominee. The discussions were based around the stated criteria on the nomination form:

- Demonstrate excellence and go “above and beyond” in the workplace and in the community
- Exhibit a positive influence in the workplace through their work with students, faculty, and/or staff
- Be committed to advancing the mission of Wartburg College.

Courtney Tripp-Struck (administrative staff) and Hailee Bossard (support staff) both won by a majority vote.

Agenda Item: Memberships and Timelines

Joy reminded those present that each member’s service term dates is viewable on the Files tab of the Teams App. Each member should stay aware of their term end.

Agenda Item: Staff Handbook

Joy gave a quick update on the status of the Staff Handbook. The deadline for changes to the Staff Handbook to be given to Human Resources is August. HR will be working on removing DEI language in order to adhere to current legislation during May and June. Staff Council has not yet received any proposed changes to the handbook from HR.

Agenda Item: Year in Review

Staff Council will be spending time in the May and June meetings reflecting on the work of the past year as well as honing new ideas for the coming year and suggesting changes.

Some previously stated ideas can be viewed in the March minutes.

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