

MINUTES OF STAFF COUNCIL MEETING

JULY 6, 2004

A meeting of the Staff Council was held on Tuesday, July 6, 2004. Those present were Jo Anne Harding, Connie Hope, Joe Kiser, Valerie Lawson, Linda Meade, Martha Necessary, Carolea Newsome, Laura Pritchard, Tamara Robinson, David Short, and Tim Wright. Those absent were Mary Burke, Rebecca Huffman, Paul Kilgore, and Lisa Varner.

The following items were discussed:

- The mission and accomplishments of the Staff Council along with the goals for the coming year will be presented by Martha Necessary to the Chancellor's Cabinet at their forthcoming retreat.
- The Council is committed to continuing to build on the success of previous Training and Development programs such as the David Matlock presentation and the River's Way event and continuing the publication of the Inside UVA Wise newsletter and the new employee orientation.
- Avenues to make information more accessible to staff were discussed including placing a copy of the Commonwealth of Virginia policy manual in the Library on a 2-hour reserve along with a folder containing pertinent information from the College's Human Resources department.
- Tamara Robinson will update bylaws to include amendment voted on at the May 4, 2004 Council meeting.
- David Short was elected to fill Randy Wyatt's position on the Campus Planning Committee.
- Laura Pritchard will be asked to continue to manage the web page for the Staff Council.
- Jo Anne Harding will schedule the next new employee orientation tour.

Report – Social Committee

The next event will be a formal staff meeting tentatively scheduled for August 10 or 11 from 9:00 am to 10:30 am. Martha Necessary will check with administration to finalize date and times.

Joe Kiser will prepare a survey to be distributed to participants at the River's Way event to measure staff satisfaction and to aid in planning future programs.

Report – Employee Relations Committee

Progress has been made on the implementation of the You Make a Difference program. Connie Hope is working on the recommendations for implementation of the program from UVA. Connie will schedule the next committee meeting when her work on that is finalized.

The plaque for the Outstanding Contribution Award recipients has been received and work on a display case for the Slemp Student Center is in progress.

Report – Treasurer

The Staff Council has been budgeted \$1250.00 for the 2004/2005 fiscal year.

An invoice is pending from River's Way for the remaining balance due.

The next meeting will be held on August 3, 2004 at 11:00 am at Alumni Hall.