

Staff Council Meeting Minutes
Wednesday, 4 October 2023
Mechanical Engineering Focus Room 209 ~ 12:00 PM

Attendees: Jake Anderson, Austin Blevins, Sarah Bonner, Melynda Hart, Jacob Hiatt, Dani Jackson, Teresa Simpson, Martin Carter, Mike Kyle, and Luc Gabbard

Not in Attendance: Mia Quain, Alex Wayne

Guest(s): Dean Kim LaScola Needy

1. Meeting called to order at 12:10 PM
2. Welcome and Introductions
3. Brief College Update from Dean Kim LaScola Needy
 - a. Update on Vision 2035
 - i. Setting students up for success for their future whether in industry or education
 - ii. Want to double the number of graduates, not double enrollment
 - iii. Research
 1. Supporting staff who are assisting with the initiative to gain grant funding
 - iv. Job Classification
 1. Not sure if this will all go into effect at once or need to occur in stages
 - a. More to come later this semester
 - v. There is a lot of work going behind the scenes regarding economic research on the impact for Arkansas, meetings with other institutions to learn what their doing, and more.
 1. Will be an update in Spring 2023
 - vi. They continue to work to raise money towards this vision.
 - vii. The Dean very much appreciates the staff!
4. Approval of Minutes from 6 September 2023
 - a. Motion to approve by Simpson, second by Kyle, passed with unanimous vote.
5. Staff Appreciation Week Schedules
 - a. Continental Breakfast in following locations:
 - i. JB Hunt – 5th floor office
 - ii. MEEG – Main office
 - iii. Bell – INEG/CVEG lounges – 8 AM – 10 AM

- b. Cards distributed to each of us to get to our departments/offices
 - i. Every staff member should receive 1-2 notes
 - c. Pie with the Deans on Thursday
 - d. Various departmental activities implemented at the units' discretion
6. Presentation and Discussion of Staff Council Initiatives for 2023-2024
- a. Professional Development opportunities
 - i. Soft Skill Workshop – Can have up to 60 participants
 - 1. \$2,400 total
 - ii. Excel Workshop – Can only accommodate 16 people per training (3 total)
 - 1. \$8,400 total
 - b. COE Area Experts
 - i. The best at various administrative processes
 - ii. \$250 spring semester
 - iii. \$500 for a full year
 - iv. Have experts log who they have helped and we can track it that way
 - 1. Follow up with those who were helped to assess effectiveness
 - c. Dean loves these ideas and is on board, tentative yes!
 - i. Needs to talk with Larry, but will get follow up after final decision is made
7. Old Business
- a. New Date for Soft Skills Seminar
 - i. 1st week of November – Monday potentially
8. Around the Table
- a. Are we going to have 2 people for EECS or move to one person for the entire department?
 - i. Need guidance from Dean's Office
9. Meeting adjourned at 1:03 PM.
- a. Motion to approve by Hart, second by Jackson, passed with unanimous vote.