

Mission Statement and Role of the Staff Council (excerpts from the University Staff Council Bylaws)

ARTICLE III: MISSION STATEMENT

Provide support and a voice for staff at the University through communication, education and engagement.

ARTICLE IV: ROLE OF THE COUNCIL

Section 1: Recommendations on Issues and Activities

- A. The Council shall serve as an advisory organization providing guidance and feedback to the ASU President (or designee) on staff issues.
- B. The Council shall facilitate various activities, events, and programs related, but not limited to:
 1. Implementation of university-wide programs
 2. Ways to enhance the work environment
 3. Improving mutual respect and the workplace climate
 4. Salary and benefits issues
 5. Staff personnel policies and procedures
 6. Training and development opportunities

Section 2: Recommendations for Representatives

The Executive Board, while working with the overall Staff Council, will recommend representatives for membership on university related committees and/or task forces which may have an impact on staff related issues.

Time Commitment Required

- Attend at least one meeting per month, usually 60-90 minutes (committee meeting and/or All Council meeting) in person or online.
- Attend or volunteer at a minimum of two (2) Staff Council-sponsored events per year (Attendance will be verified).
- If requirements are not met within the first year, membership may be revoked.

Expectations of Staff Council Members

- Attend regularly scheduled meetings, committee meetings, and other special sessions as needed. Council members are expected to attend at least 60% of meetings to keep in good standing. Meetings can be attended either in-person or remotely.
- Council members are required to serve on at least one (1) committee, and are encouraged to seek other staff outside the Council to serve as members of these committees. See Staff Council [website](#) for committees.
- Help develop and/or attend Staff Council events, including Employee Recognition BBQ, Town Hall, Lunch & Learn Series, CSW/SC Professional Development Conference, Homecoming Block Party, and others as scheduled.
- Gather feedback/input from departmental staff on issues related to the university employment climate.
- Communicate staff feedback to the Staff Council Executive Board, or Staff Council committee.
- Work within your unit to raise awareness about the Staff Council. Encourage non-members to join Staff Council committees and attend Staff Council-sponsored events.
- Share your skills, expertise, ideas, thoughts and feedback for the good of the Staff Council and ASU staff in general.
- Active Council members will be invited to attend the annual awards luncheon in June each fiscal year.