Poly Staff Council Minutes

November 13, 2018 | 1:00 p.m. – 2:00 p.m.
AGBC 149 & Zoom Video Conferencing

PRESENT:

Cindy Jauch
Cyna Stehr
Graciela Ceballos
Janette Moerer
Jared Vibbert, Assistant Vice President
Laura Cox, Past Vice President
Lisa Shaw
Marissa Akins
Mike McDade, Vice President
Robert Lane
Shelly Lowry
Susan Norton

ABSENT:

Aaron Schmidt
Alisha Pendley
Elyse Baker
Irene Rodriguez
Jennifer Boen
Linda Anderson, Administrative Assistant
Rosetta Hill
Sara Kaner
Sarah Nucci
Shahin Rezai
Margaret Schmidt
Thomas Lyons
Todd Elliott
Vinicius Lima

1. **Welcome**
   - Mike welcomed the group and welcomed Robert Lane from UTO. He encouraged council members to complete the Special Event form when they are holding any kind of event.
2. **Sun Devil Rewards Secret Word (Linda)**
   - Jared provided the secret word. Poly Staff Council will provide secret words for all meetings and events this year.
3. **Approval of Minutes from August 1, 2018.**
   - Cindy motioned to approve the minutes and Graciella seconded the motion. The minutes were approved without emendations.
4. **Budget Updates**
   - There are no major budget updates. In previous meetings, Linda informed the council that we can have $100 for our events.
   - The Staff Council Executive Board meeting is on November 29, 9:00 a.m. – 11 a.m. in the Cooley Ballroom.
   - Jared will ask Linda how much we spent on the Poly Staff Appreciation BBQ.
5. **Committee Updates**
   - **Activities & Events (Laura, Todd, Irene, Margaret)**
     i. The committee needs volunteers for the Tempe and Poly Produce on Wheels without Waste. The Tempe event is on December 15, 8:00 p.m. in Lot 59. Volunteers receive 30 pounds of food.

ii. The committee needs volunteers for the PBS Pledge Drive on November 28 from 5:00 p.m. – 10:00 p.m. We have 11 out of 24 needed volunteers.
iii. Graciela will forward the email she received about the Toy Drive to Janette, who will post it in the Poly Sunrise.

- **Communications (Shelly, Janette, Sarah, Cyna)**
  i. Janette encouraged the council members to visit Staff Council's Facebook Page for updates. We continue to grow in shares, likes, and views.
  ii. Janette will add the link to ASU Staff Council to the Poly Sunrise.
  iii. Janette requested that we encourage the executive board to like and share Staff Council posts.
  iv. Jared will ask Linda who manages the Staff Council web site and coordinates uploading committee minutes.
- **Health & Safety (Sarah)**
  i. No updates were available for this committee. Mike encouraged council members to consider joining this committee so that we can receive updates at our monthly meetings.
- **Professional Development (Jared)**
  i. The committee did not meet in October. The next meeting is on January 8.
- **Scholarship & Fundraising (Cindy, Kandi)**
  i. The committee will discuss Staff Helping Staff and the Judy Reynolds Memorial Scholarship at its November 15 meeting.
- **Staff Appreciation (Mike, Margaret)**
  i. On October 31, there were 199 registered guests and 224 actual attendees. We have 301 staff at the Poly campus.
  ii. We will plan on holding future BBQ's at the Sun Devil Fitness Center in future years. We will hold a costume contest again next year.
  iii. We had a surplus in meat, but ran out of beans. Janette also requested potato salad for next year.
- **Sustainability (Vinny, Susan, Margaret, Aaron)**
  i. No updates were available for this committee.
- **Work Climate (Margaret)**
  i. The next committee meeting is on November 14.

6. **Old Business**
   - **Fall**
     i. **CSW-SC Conference (Oct. 17).**
        1. The conference was a success and Poly volunteer slots were filled
     ii. **Halloween Decorating Contest (Oct. 26)**
        1. Nine offices participated in the contest.
     iii. **Homecoming Block Party**
        1. This event was a success, but more volunteers will be needed next year. This fall, we had five volunteers to work at four booths.
7. **Poly Subcommittees**
   - **Swag Bags for TRIO SSS Holiday Cookie Party (Nov. 20)**
     i. Janette will post advertising for this event in the Poly Sunrise.
   - **Walter Carter Memorial Scholarship Fundraiser**

i. Mike encouraged the council to brainstorm possible fundraising ideas for this scholarship. The Council considered the following:
    1. Selling keychain-making kits at events.
    2. Basketball shoot-off
    3. Special Event night at a nearby restaurant. Laura will ask Anna Wales if someone familiar with Walter Carter could speak at this event. Cindy will see if Texas Roadhouse would participate in this event.

- **Relay for Life (March 22, 6:00 p.m. – 12:00 a.m.)**
    i. We will have a table with games. We will need to put a team together soon.
    ii. Janette will ask Anna Wales what the students have planned for this event.
    iii. Tempe will also have a Relay for Life event on March 30.

8. **New Business**
    - **Parking Updates**
        i. Lot 49 will be open in two weeks. This will be an orange lot.
        ii. Century B groundbreaking will be in April 2019.
        iii. USG is advocating the merging of green, orange, and red parking permits to a single permit. This would synchronize well with Parking's move to new license plate recognition technology.
    - **Poly Leadership Updates (Jared)**
        i. The Innovation Day events at Poly have been cancelled due to the Polytechnic School's Innovation Showcase at the end of the month. Tempe is still having its Innovation Showcase event on Nov. 16 at Tempe's Sun Devil Stadium, followed by a concert.
    - **Other Updates**
        i. Staff Council is once again selling Harkins items each year to raise funds for its programs, including Staff Helping Staff and the Judy Reynolds Memorial Scholarship fund. More details are available here: https://staffcouncil.asu.edu/programs/harkins
        ii. Janette will add the Holiday Drive locations to the Sunrise.
        iii. Graciela will give Jared the name of the Health Services employee who has an ill family member. There are several ways that staff can receive support including Staff Helping Staff and Compassionate Transfer of Leave.

The Council adjourned at 2:20 p.m.