

Poly Staff Council Minutes

September 11, 2018 | 1:00 p.m. – 2:00 p.m.
SIM 255 & Zoom Video Conferencing

PRESENT:

Cindy Jauch
Cyna Stehr
Graciela Ceballos
Janette Moerer
Jared Vibbert, Assistant Vice President

Laura Cox, Past Vice President
Linda Anderson, Administrative Assistant
Rosetta Hill
Susan Norton

ABSENT:

Mike McDade, Vice President
Shelly Lowry
Aaron Schmidt
Alisha Pendley
Elyse Baker
Irene Rodriguez
Jennifer Boen
Lisa Shaw
Sara Kaner

Sarah Nucci
Shahin Rezai
Margaret Schmidt
Marissa Akins
Thomas Lyons
Todd Elliott
Vinicius Lima
Trudy Perez, Staff Council Treasurer

1. Welcome

- Jared led the meeting and led the group in introductions

2. Sun Devil Rewards Secret Word (Linda)

- Linda 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 Laura seconded the motion. The minutes were approved without emendations.

4. Budget Updates (Trudy Perez)

- The budget was not available for review. We have sufficient funds for the Staff BBQs.

5. Committee Updates

- Jared encouraged the council members to participate actively in the Staff Council committees. These are the key places where the Council accomplishes its work. He encouraged the Council to consider how the issues our committees are facing affect the Poly campus as well as how Poly can be part of their solutions.
- **Activities & Events (Laura, Todd, Irene, Margaret)**
 - i. The committee has not met yet. However, it will be coordinating the following:
 1. Holiday Toy Drive for foster kids
 2. Produce on Wheels Without Waste
- **Communications (Shelly, Janette, Sarah, Cyna)**

- i. This committee has not met yet.
 - ii. Janette received 244 read receipts out of 910 recipients for the Poly Sunrise. She will conduct another survey on September 20.
- **Health & Safety (Sarah)**
 - i. The committee is working with EH&S on safety issues, including incidents with motorized scooters at Tempe. More information is on their committee web page: <https://staffcouncil.asu.edu/committees/health-safety>
- **Professional Development (Jared)**
 - i. There will be an active shooter training on September 18.
 - ii. The annual CSW/SC Professional Development Conference will be on October 17 at Downtown, Poly and West campuses, and October 18th at Tempe campus.
- **Scholarship & Fundraising (Cindy, Kandi)**
 - i. This year, contributions to Staff Helping Staff will count towards the United Way Campaign.
 - ii. The committee will be tabling next week at the Staff Appreciation BBQ. There will be a drawing to win a \$30 Starbucks give card to those who complete a Staff Helping Staff donation form.
- **Staff Appreciation (Mike, Margaret)**
 - i. The Downtown campus' BBQ is next week. They have a good number of volunteers. Jared encouraged the Council to volunteer for other campus' BBQ's if they are able to do so. The Council suggested providing increased numbers of Sun Devil Rewards Pitchforks for those who volunteer from other campuses.
- **Sustainability (Vinny, Susan, Margaret, Aaron)**
 - i. The State of Sustainability @ ASU Fair Trade Designation Event is on September 24 from 11 a.m. – 1:30 p.m. in the Student Pavilion. To announce ASU updated sustainability goals and official designation as the largest Fair Trade committed university in the country, University Sustainability Practices and Campus Student Sustainability Initiatives are co-hosting the 4th annual State of Sustainability at ASU at the Student Pavilion, Tempe Campus. President Crow will be announcing the new sustainability goals, followed by a panel presentation by some of our partners leading sustainability efforts at ASU.
 - ii. The Green Devils Network had its first meeting and will be sending a message at the end of September.
 - iii. On October 9, there will be a Blue Bag event to encourage use of ASU's blue bags.
 - iv. On November 9, there is an event on ASU Food Systems. This talk is about the many sustainable food related initiatives at Arizona State University, including an overview on the Polytechnic Urban Garden and the Fresh and Local Market.
 - v. Phase II of the Research Park will be breaking ground by around September 18. Sue encouraged the Council to let her know about possible funding and grant opportunities.
 - vi. October is Campus Sustainability Month. There will be weekly Farm Stands at Poly.
- **Work Climate (Mike, Margaret)**

- i. The committee's first meeting is on Wednesday. They will discuss performance evaluations and salaries.
- ii. They will also be encouraging the Speak Up Be Heard Campaign. Staff's questions and concerns received from this campaign will be forwarded to administrators. Council members should forward comments about this program to Carol Comito.

6. Subcommittee Formation

- **Fall**

- i. **CSW-SC Conference (Oct. 17).**
 1. A subcommittee is not needed and volunteer slots are full.
- ii. **Halloween Decorating Contest (Oct. 26)**
 1. This will be advertised in the Sunrise beginning October 1. Laura will coordinate the competition categories via email and assemble 3-5 judges. The winners will be announced at the Polly Staff BBQ.
- iii. **Staff Appreciation BBQ – Decorations (Oct. 31)**
 1. There will be a costume contest. The Council needs to determine which categories will be used. We will also need prizes.
 2. We will purchase a decorations for the event.
 3. Laura will coordinate the site plan.
- iv. **Winter Holiday Party (pending funding)**
 1. The Council discussed collaborating with another group to accomplish this. We will reach out to Ryan.

- **Spring**

- i. We will need volunteers for the following as the dates draw closer:
 1. Walter Carter Memorial Scholarship
 2. Relay for Life

7. New Business

- Poly Leadership Updates (Jared)
 - i. The Poly campus Kickoff is on October 2 at 8:00 a.m. in the Cooley Ballrooms.
 - ii. ASU Innovation Day is on November 16. This is an opportunity for ASU units to showcase their innovative spirit to the university community. There will be a Poly showcase in the morning.
- **Other Updates**
 - i. Anna Wales will provide a tour of the SIM building at the end of the meeting.
 - ii. The next meeting will be held in the Agribusiness building.

The Council adjourned at 2:05 p.m.